



City Council Regular Meeting Agenda

October 17, 2023 at 6:30 PM

City Hall Council Chambers - 210 W. 6th Ave and Virtual

The City of Kennewick broadcasts Council meetings on the City's website at <https://www.go2kennewick.com/CouncilMeetingBroadcasts> and via Zoom. If you are unable to attend in person and wish to comment during one of the Visitors sections or if applicable to provide public testimony for a Public Hearing, please register at https://us02web.zoom.us/webinar/register/WN_NU1jQ0hrSMY9cv4kGji7Lw. Registrations must be received by 4:00 p.m. on the day of the meeting.

The public can also submit comments by either filling out an online form at <https://www.go2kennewick.com/PublicComments> via e-mail to clerkinfo@ci.kennewick.wa.us, or submitting written comments to P.O. Box 6108, Kennewick, WA 99336. Comments must be received no later than 4:00 p.m. on the Monday before the meeting.

1. CALL TO ORDER

Roll Call/Pledge of Allegiance/Welcome/Invocation

2. VISITORS

Public comments for item(s) on the agenda not covered under a public hearing. Please limit your comments to three minutes. The public comment period is not an opportunity for dialogue with council members, or for posing questions with the expectation of an immediate answer. Many questions require an opportunity for information-gathering. For this reason, Council will not directly respond to comments, questions or concerns. Records intended for Council (9 copies are required) must be given to the City Clerk by 4:00 p.m. on the Monday before the meeting.

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

All matters listed within the Consent Agenda have been distributed to each member of the Kennewick City Council for reading and study, are considered to be routine, and will be enacted by one motion of the Council with no separate discussion.

- a. Meeting Minutes - October 3, 2023.

Motion to approve the meeting minutes of October 3, 2023.

- b. Claim Roster - Toyota Center Operations and Box Office Accounts

Motion to approve the Claims Rosters for the Toyota Center Operations and Box Office Accounts for August 2023 in the amount of \$923,036.73 comprised of check numbers 26532-26598 in the amount of \$576,102.52 and electronic transfers in the amount of \$346,934.21.

- c. Payroll Roster Approval

Motion to approve the Payroll Roster for the pay period ending 9/30/2023.

- d. 2024 Tourism Promotion Area (TPA) Budget & Marketing Plan/Reserve Request

Motion to approve the 2024 Tourism Promotion Area (TPA) Budget and Marketing Plan and the request from Visit Tri-Cities and the Tri-City Regional Hotel-Motel Commission to release reserve funds in the amount of \$225,000 in excess funds from the TPA Reserve Funds.

To assure disabled persons the opportunity to participate in or benefit from City services, please provide twenty-four (24) hour advance notice for additional arrangements to reasonably accommodate special needs. Please be advised that all Kennewick City Council Meetings are Audio and Video Taped

e. 2024 Legislative Priorities

I move to adopt the 2024 legislative priorities.

f. Symphony Ridge Final Plat, SUB-2023-0007

I move to authorize the Mayor (or in his absence the Mayor Pro Tem) to sign the Final Plat of Symphony Ridge, contingent upon payment of fees and bonding for incomplete sidewalk and landscape work.

5. ORDINANCES/RESOLUTIONS

- a. Ordinance 6034: Comprehensive Plan Amendment CPA-2023-001 from Low Density Residential (LDR) to Commercial (C)
- b. Ordinance 6035: Comprehensive Plan Amendment CPA-2023-0002 from Low Density Residential (LDR) to Medium Density Residential (MDR)
- c. Ordinance 6036: Comprehensive Plan Amendment CPA 2023-0003 from Industrial (I) to Low Density Residential (LDR)
- d. Ordinance 6037: Amending KMC 18.12.020 Accessory Dwelling Units

6. PUBLIC HEARINGS/MEETINGS

- a. Substantial Amendment to the 2019 Annual Action Plan (CDBG)

7. NEW BUSINESS

8. UNFINISHED BUSINESS

9. VISITORS

Public comments for any item(s) the public wants to bring to Council. Please limit your comments to three minutes. The public comment period is not an opportunity for dialogue with council members, or for posing questions with the expectation of an immediate answer. Many questions require an opportunity for information-gathering. For this reason, Council will not directly respond to comments, questions or concerns. Records intended for Council (9 copies are required) must be given to the City Clerk by 4:00 p.m. on the Monday before the meeting.

10. COUNCIL COMMENTS/DISCUSSION

11. ADJOURNMENT

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CITY OF KENNEWICK CITY COUNCIL Regular Meeting October 3, 2023

1. CALL TO ORDER

Mayor Bill McKay called the meeting to order at 6:31 p.m.

City Council and Staff Present:

Mayor Pro Tem Gretl Crawford - Remote
John Trumbo - Remote
Chuck Torelli - Remote
Jim Millbauer - Remote
Brad Beauchamp
Loren Anderson
Mayor Bill McKay

Marie Mosley
Anthony Muai
Christina Palmer
Lisa Beaton
Cary Roe
Terri Wright
Dan Legard

Nick Farline
Chris Guerrero
Chad Michael
Evelyn Lusignan

Girl Scout Troop 4527 led the Pledge of Allegiance.

No invocation was provided.

HONORS & RECOGNITIONS

- National Disability Employment Awareness Month Proclamation

Mayor McKay read and presented the proclamation to Anthony Contreras Sanchez.

- International Day of the Girl Proclamation

Councilmember Beauchamp read and presented the proclamation to Girl Scouts of Eastern Washington and Northern Idaho Chief Executive Officer Brian Newberry.

- Community Planning Month Proclamation

Councilmember Anderson read and presented the proclamation to Community Planning Director Anthony Muai.

2. VISITORS - None

3. APPROVAL OF AGENDA

Councilmember Beauchamp moved, seconded by Councilmember Anderson to approve the Agenda as presented. The motion passed. (7-0)

4. CONSENT AGENDA

- a. Motion to approve the meeting minutes of September 19, 2023.
- b. Motion to approve the Claims Roster for the Columbia Park Golf Course Account for August 2023 in the amount of \$41,196.65, comprised of check numbers 2769-

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2774 in the amount of \$5,826.78 and electronic transfers in the amount of \$35,369.87.

- c. Motion to approve the Payroll Roster for the pay period ending 9/15/2023.
- d. Motion to authorize the City Manager to sign the Inter-Local Agreement regarding Solid Waste Management with Benton County and the cities of Benton City, Richland, Prosser and West Richland.
- e. Motion to authorize the Mayor (or in his absence Mayor Pro Tem) to sign the Final Plat of Sherman Heights Phase 2, contingent upon payment of fees and bonding for incomplete sidewalk and landscape work.
- f. Motion to approve a funding increase for Contract K2109-22 Lawrence Scott Park Pickleball Complex in the amount of \$5,713.37, for a total of \$1,469,430.59 for the project and accept the work of Goodman & Mehlenbacher for contract K2109-22 Lawrence Scott Park Pickleball Complex for the amount of \$1,469,430.59.
- g. Motion to authorize the Mayor to sign the Local Agency Federal Aid Project Prospectus for the P2011 Quinault Ave and Columbia Center Blvd Intersection Project.

Councilmember Anderson moved, seconded by Councilmember Beauchamp to approve the Consent Agenda as presented. The motion passed. (7-0)

5. ORDINANCES/RESOLUTIONS - None

6. PUBLIC HEARINGS/MEETINGS - None

7. NEW BUSINESS

- a. City Manager Recruitment. Lisa Beaton, City Attorney reported.

Councilmember Beauchamp moved, seconded by Councilmember Anderson to authorize the Mayor to sign the recruitment agreement with GMP Consultants for the City Manager position. The motion passed. (7-0)

8. UNFINISHED BUSINESS - None

9. VISITORS

Enrique Rosas, Kennewick - Commented on historical artifacts within the city.

10. COUNCIL COMMENTS/DISCUSSION

Council members reported on their respective activities.

11. ADJOURNMENT

Meeting concluded at 7:05 p.m.

Terri L. Wright, MMC, CPRO
City Clerk

Council Agenda Coversheet	Agenda Item Number: 4.b. Council Date: 10/17/2023	Category: Consent Agenda
	Agenda Item Type: General Business Item Subject: Claim Roster - Toyota Center Operations and Box Office Accounts Department: Finance Ord/Reso # Project #	Contract # Permit #
<u>Recommendation</u> Staff recommends that Council approve the Claims Rosters for the Toyota Center Operations and Box Office Accounts for August 2023. <u>Motion for Consideration</u> Motion to approve the Claims Rosters for the Toyota Center Operations and Box Office Accounts for August 2023 in the amount of \$923,036.73 comprised of check numbers 26532-26598 in the amount of \$576,102.52 and electronic transfers in the amount of \$346,934.21. <u>Summary</u> None. <u>Alternatives</u> None. <u>Fiscal Impact</u> Total - \$923,036.73.		
<u>Attachments:</u> 1. Claims Roster		

Toyota Center and Arena
Claims Roster
August 2023

<u>Date</u>	<u>Check</u>	<u>Method</u>	<u>Name</u>	<u>Amount</u>
<u>TOYO Sterling Operating Account</u>				
08/03/2023	26532	Auto Check	3 Water Construction (00003481)	5,921.09
08/03/2023	107212	INV0151-2	Shower Repair Additional Labor	2,012.97
08/03/2023	109010	• Building Repairs & Maintenance	Shower Repair Additional Labor	2,012.97
08/03/2023	107212	• Building Repairs & Maintenance	PO4290 - Epoxy Work Half	3,908.12
08/03/2023	109010	• Capital Improvements	Epoxy Work Half	3,908.12
08/03/2023	26533	Auto Check	8x8, INC (00002829)	1,077.28
08/03/2023	107205	3970658	Phone Services: July	1,077.28
08/03/2023	107205	• Communications	Phone Services: July	538.64
08/03/2023	107205	• Communications	Due To/From TRCC	538.64
08/03/2023	26534	Auto Check	Advanced Protection Services, Inc. (00002751)	888.64
08/03/2023	107209	P82441	Troubleshoot Keypad	167.13
08/03/2023	107209	• Security & Fire Alarm System	Troubleshoot Keypad	167.13
08/03/2023	107209	R144768	Vault Monitoring	43.43
08/03/2023	107209	• Security & Fire Alarm System	Vault Monitoring	43.43
08/03/2023	107209	R144767	Temp Monitoring	43.43
08/03/2023	107209	• Security & Fire Alarm System	Temp Monitoring	43.43
08/03/2023	107209	R144766	OpenEye	418.50
08/03/2023	107209	• Security & Fire Alarm System	OpenEye	418.50
08/03/2023	107209	R144765	Fire Monitoring	73.86
08/03/2023	107209	• Security & Fire Alarm System	Fire Monitoring	73.86
08/03/2023	107209	R144764	Ammonia Monitoring	68.43
08/03/2023	107209	• Security & Fire Alarm System	Ammonia Monitoring	68.43
08/03/2023	107209	R144763	TA Fire Monitoring	73.86
08/03/2023	107209	• Security & Fire Alarm System	TA Fire Monitoring	73.86
08/03/2023	26535	Auto Check	Apollo Heating and Air Conditioning (00002933)	390.74
08/03/2023	107210	940051341	HVAC Repair	390.74
08/03/2023	107210	• HVAC Repairs & Maintenance	HVAC Repair	390.74
08/03/2023	26536	Auto Check	Batteries Plus Bulbs (00002790)	103.70
08/03/2023	107201	P64586253	PO4296 - Bulbs	103.70
08/03/2023	107201	• Tools & Supplies	Bulbs	103.70
08/03/2023	26537	Auto Check	Central Washington Refrigeration, LLC (00002949)	6,194.83
08/03/2023	107211	47681	Maintenance	4,012.77
08/03/2023	107211	• Equipment Repairs & Maintenance	Maintenance	4,012.77
08/03/2023	107212	47668	Oil Filter	2,182.06
08/03/2023	107212	• Building Repairs & Maintenance	Oil Filter	2,182.06
08/03/2023	26538	Auto Check	City of Kennewick - Grounds Maintenance (00002761)	11,273.71
08/03/2023	107213	15532	Grounds Maintenance - 2nd QTR	11,273.71
08/03/2023	107213	• Grounds Repairs & Maintenance	Grounds Maintenance - 2nd QTR	11,273.71
08/03/2023	26539	Auto Check	Consolidated Supply Co. (00003448)	2,656.29
08/03/2023	107201	s011459172.002	PO4260 - Toilet Brains	2,122.87
08/03/2023	107201	• Tools & Supplies	Toilet Brains	2,122.87
08/03/2023	107201	S011459172.001	PO4251 - Toilet Brains	533.42
08/03/2023	107201	• Tools & Supplies	Toilet Brains	533.42
08/03/2023	26540	Auto Check	Cougar Digital Marketing & Design (00002861)	226.50
08/03/2023	107302	11918	Website Maintenance	226.50
08/03/2023	107302	• Venue Marketing & Non-Event Advertising	Website Maintenance	226.50
08/03/2023	26541	Auto Check	Craig Bond (00002810)	490.00
08/03/2023	107304	LTS July 2023	LTS July 2023	490.00
08/03/2023	107304	• Contracted Services	LTS July 2023	490.00

Toyota Center and Arena
Claims Roster
August 2023

Date	Check	Method	Name	Amount
08/03/2023	26542	Auto Check	Culligan Water Conditioning (00002766)	111.98
	08/03/2023	133404	Bottle Water	84.79
	107201	• Tools & Supplies	Bottle Water	84.79
	08/03/2023	133926	Cooler Rentals	27.19
	107201	• Tools & Supplies	Cooler Rentals	27.19
08/03/2023	26543	Auto Check	DevFuzion (00000278)	5,678.04
	08/03/2023	22884	Network Support	5,678.04
	107104	• IT Support Services	Network Support	2,839.02
			Due To/From TRCC	2,839.02
08/03/2023	26544	Auto Check	Janine Adamson (00002809)	80.00
	08/03/2023	LTS July 2023	LTS July 2023	80.00
	107304	• Contracted Services	LTS July 2023	80.00
08/03/2023	26545	Auto Check	Jennifer Bond (00002941)	2,420.00
	08/03/2023	LTS July 2023	LTS July 2023	420.00
	107304	• Contracted Services	LTS July 2023	420.00
	08/03/2023	LTS July 2023 Admin	LTS July 2023 Admin	1,000.00
	107304	• Contracted Services	LTS July 2023 Admin	1,000.00
	08/03/2023	LTS August 2023 Admin	LTS August 2023 Admin	1,000.00
	107304	• Contracted Services	LTS August 2023 Admin	1,000.00
08/03/2023	26546	Auto Check	Loomis (00002895)	236.15
	08/03/2023	13298311	Armored Car Service	236.15
	107304	• Contracted Services	Armored Car Service	118.07
			Due To/From TRCC	118.08
08/03/2023	26547	Auto Check	Lowe's Commercial Services (00002776)	1,361.96
	08/03/2023	916097	PO4200 - Tools	45.30
	107201	• Tools & Supplies	Tools	45.30
	08/03/2023	916297	PO4200 - Tools	17.62
	107201	• Tools & Supplies	Tools	17.62
	08/03/2023	916475	PO4200 - Nuts	10.11
	107201	• Tools & Supplies	Nuts	10.11
	08/03/2023	916611	PO4244 - Supplies	96.90
	101650	• 3rd Party Event Expense Holding Account	Supplies	96.90
	08/03/2023	916741	PO4244 - Supplies	113.50
	101650	• 3rd Party Event Expense Holding Account	Supplies	113.50
	08/03/2023	916863	PO4244 - Wasp Spray	14.41
	101650	• 3rd Party Event Expense Holding Account	Wasp Spray	14.41
	08/03/2023	916985	PO4200 - Tools	45.35
	107201	• Tools & Supplies	Tools	45.35
	08/03/2023	916194	PO4242 - Tools	37.24
	107201	• Tools & Supplies	Tools	37.24
	08/03/2023	916061	PO4242 - Fans	69.17
	107201	• Tools & Supplies	Fans	69.17
	08/03/2023	916279	PO4269 - Pressure Washer	381.05
	107201	• Tools & Supplies	Pressure Washer	381.05
	08/03/2023	916377	PO4272 - Painting Supplies	396.89
	107201	• Tools & Supplies	Painting Supplies	396.89
	08/03/2023	916378	PO4242 - Supplies	25.14
	107201	• Tools & Supplies	Supplies	25.14
	08/03/2023	916799	PO4272 - Panting Tape	82.46
	107201	• Tools & Supplies	Panting Tape	82.46
	08/03/2023	916820 -LKCSYV	PO4242 - Tools	26.82
	107201	• Tools & Supplies	Tools	26.82
08/03/2023	26548	Auto Check	Mid Columbia Hockey Officials Association (00002777)	2,730.00
	08/03/2023	23-011	Games Worked 6/5-7/2/23	2,730.00
	107304	• Contracted Services	Games Worked 6/5-7/2/23	2,730.00
08/03/2023	26549	Auto Check	Oxarc (00002929)	226.57
	08/03/2023	0031847148	Gases for Welder	226.57
	107201	• Tools & Supplies	Gases for Welder	226.57

Toyota Center and Arena
Claims Roster
August 2023

<u>Date</u>	<u>Check</u>	<u>Method</u>	<u>Name</u>		<u>Amount</u>
08/03/2023	26550	Auto Check	Pearson, Corey (00000007)		50.00
	08/03/2023 107201	Reimbursement: Gasoline • Tools & Supplies	Reimbursement: Gasoline Reimbursement: Gasoline	50.00	50.00
08/03/2023	26551	Auto Check	Sirena Rhynes (00003454)		91.00
	08/03/2023 104725	Fluffy Reimbursement • Settlement Costs	Reimbursement: Fluffy Reimbursement: Fluffy	91.00	91.00
08/03/2023	26552	Auto Check	Springhill Suites of Kennewick (00002726)		668.15
	08/03/2023 104370	206D500004246 • Reimbursed Outside Event Expense	Room Rental: FFA Room Rental: FFA	133.63	133.63
	08/03/2023 104370	206D500004252 • Reimbursed Outside Event Expense	Room Rental: Intocable Room Rental: Intocable	534.52	534.52
08/03/2023	26553	Auto Check	Stephens Media Group (00002844)		2,840.70
	08/03/2023 107402	IN-1230711229 • Event Advertising	Radio Ads - PBR Radio Ads - PBR	204.00	204.00
	08/03/2023 107402	IN1230711235 • Event Advertising	Radio Ads - PBR Radio Ads - PBR	226.10	226.10
	08/03/2023 107402	IN-1230711239 • Event Advertising	Radio Ads - PBR Radio Ads - PBR	119.00	119.00
	08/03/2023 107402	IN-1230711241 • Event Advertising	Radio Ads - PBR Radio Ads - PBR	591.60	591.60
	08/03/2023 107402	IN-1230711281 • Event Advertising	Radio Ads - WWE Radio Ads - WWE	425.00	425.00
	08/03/2023 107402	IN-1230711283 • Event Advertising	Radio Ads - WWE Radio Ads - WWE	425.00	425.00
	08/03/2023 107402	IN-1230711284 • Event Advertising	Radio Ads - WWE Radio Ads - WWE	425.00	425.00
	08/03/2023 107402	MC-1230711188 • Event Advertising	Radio Ads - PBR Radio Ads - PBR	425.00	425.00
08/03/2023	26554	Auto Check	Sunbelt Rentals, Inc. (00002783)		677.89
	08/03/2023 107305	142502579-0001 • General Rental Equipment	Manlift Manlift	677.89	677.89
08/03/2023	26555	Auto Check	Taylor Lee Nelson (00003414)		112.00
	08/03/2023 107304	LTS July 2023 • Contracted Services	LTS July 2023 LTS July 2023	112.00	112.00
08/03/2023	26556	Auto Check	Tennant Sales and Service Company (00002967)		456.83
	08/03/2023 107211	919733405 • Equipment Repairs & Maintenance	PO4265 - Floor Scrubber Tires Floor Scrubber Tires	456.83	456.83
08/03/2023	26557	Auto Check	The UPS Store (00002801)		120.07
	08/03/2023 107406	072523 • Event Supplies	PO4275 - Wine Labels Wine Labels	120.07	120.07
08/03/2023	26558	Auto Check	Tim Berry (00002808)		92.00
	08/03/2023 107304	LTS July 2023 • Contracted Services	LTS July 2023 LTS July 2023	92.00	92.00
08/03/2023	26559	Auto Check	Tri-City Sign and Barricade (00003099)		769.60
	08/03/2023 107201	27309 • Tools & Supplies	PO4283 - Cones Cones	769.60	769.60
			Due To/From TRCC	577.20 192.40	
08/03/2023	26560	Auto Check	VenuWorks, Inc. (00000894)		68,203.69
	08/03/2023 102140	18782 • Accrued Expenses - Other	F&B Commissions - MAR-MAY 2023 F&B Commissions - MAR-MAY 2023	35,005.20	35,005.20
	08/03/2023 102140	18774 • Accrued Expenses - Other	Ad Commissions - MAR-MAY 2023 Ad Commissions - MAR-MAY 2023	22,792.08	22,792.08
	08/03/2023 107306	18820 • VenuWorks Management Fee	Management Fee - August Management Fee - August	10,406.41	10,406.41

Toyota Center and Arena
Claims Roster
August 2023

<u>Date</u>	<u>Check</u>	<u>Method</u>	<u>Name</u>			<u>Amount</u>
08/03/2023	26561	Auto Check	WCP Solutions (00002788)			572.72
	08/03/2023	13303368	PO4255 - Janitorial Supplies		357.95	
	107203	• Janitorial Supplies	Janitorial Supplies		357.95	
	08/03/2023	13303367	PO4270 - Hand Soap		214.77	
	107203	• Janitorial Supplies	Hand Soap		214.77	
08/11/2023		Wire Transfer	King Beverage (00000486)			12,354.20
	08/11/2023	2801642	Beer Order		12,354.20	
	101413	• Inventory - Beer	Beer Order		12,354.20	
08/11/2023	26562	Auto Check	Backstage Electric, Inc. (00002752)			9,330.00
	08/11/2023	379	Labor for Grupo Frontera		9,330.00	
	107401	• Outside Event Expense	Labor for Grupo Frontera		9,330.00	
08/11/2023	26563	Auto Check	Paul Boskovich (00002984)			300.00
	08/11/2023	23-0812366	Runner for Grupo Frontera		300.00	
	107404	• Event Contracted Labor	Runner for Grupo Frontera		300.00	
08/11/2023	26564	Auto Check	Rocky Mountain Rigging (00002781)			5,384.40
	08/11/2023	Grupo Frontera	Rigging for Grupo Frontera		5,384.40	
	104370	• Reimbursed Outside Event Expense	Rigging for Grupo Frontera		5,384.40	
08/14/2023		Wire Transfer	Odom East LLC (00003343)			515.00
	08/14/2023	15296626	Beer Order		515.00	
	101413	• Inventory - Beer	Beer Order		515.00	
08/14/2023		Wire Transfer	Southern Glazer's of WA (00002855)			1,859.10
	08/14/2023	4443014	Liquor Order		1,859.10	
	101415	• Inventory - Liquor	Liquor Order		1,859.10	
08/17/2023		Wire Transfer	Amplified Limited (00003499)			318,992.64
	08/17/2023	Grupo Frontera Settlement			318,992.64	
	102150	• A/P Settlements	Grupo Frontera Settlement		318,992.64	
08/18/2023	26565	Auto Check	All Doors (00003419)			339.69
	08/18/2023	65889	Door Repairs		339.69	
	107212	• Building Repairs & Maintenance	Door Repairs		339.69	
08/18/2023	26566	Auto Check	Ascentis Corporation (00002983)			1,028.60
	08/18/2023	SI-152012	NOVA5000		1,028.60	
	107070	• Payroll Processing	NOVA5000		514.30	
			Due To/From TRCC		514.30	
08/18/2023	26567	Auto Check	Benton Franklin District Health (00000118)			100.00
	08/18/2023	0322-3969	Permit Renewal - Stand R/S		100.00	
	107505	• F&B Licenses, Fees & Permits	Permit Renewal - Stand R/S		100.00	
08/18/2023	26568	Auto Check	Canon Financial Services, Inc (00002793)			299.92
	08/18/2023	31022944	Copier Contract		299.92	
	107105	• Printing / Copying	Copier Contract		149.96	
			Due To/From TRCC		149.96	
08/18/2023	26569	Auto Check	Canon Solutions (00002757)			43.02
	08/18/2023	6005117350	QHM Copier Maintenance		37.29	
	107105	• Printing / Copying	QHM Copier Maintenance		37.29	
	08/18/2023	6005169484	UMT Copier Maintenance		5.73	
	107105	• Printing / Copying	UMT Copier Maintenance		5.73	
08/18/2023	26570	Auto Check	Cascade Natural Gas (00000161)			587.20
	08/18/2023	07/11/2023-08/10/2023	TA Gen Com Service		587.20	
	107217	• Natural Gas	TA Gen Com Service		587.20	

Toyota Center and Arena
Claims Roster
August 2023

Date	Check	Method	Name	Amount
08/18/2023	26571	Auto Check	Cascade Natural Gas (00000161)	492.37
	08/18/2023 107217	7/11/2023-8/10/2023 • Natural Gas	Gen Com Service Gen Com Service	492.37 492.37
08/18/2023	26572	Auto Check	Charlie's Produce (00002739)	VOID 0.00
08/18/2023	26573	Auto Check	Chisholm's Saw & Supply, Inc. (00002760)	182.46
	08/18/2023 107201	81687 • Tools & Supplies	Zamboni Knives Maintenance Zamboni Knives Maintenance	91.23 91.23
	08/18/2023 107201	81795 • Tools & Supplies	Zamboni Knives Maintenance Zamboni Knives Maintenance	91.23 91.23
08/18/2023	26574	Auto Check	Coca-Cola (00000213)	VOID 0.00
08/18/2023	26575	Auto Check	Columbia Fire Protection (00002841)	2,201.18
	08/18/2023 107508	17369 • F&B Equipment Repairs & Maintenance	Hood Cleaning Hood Cleaning	2,201.18 2,201.18
08/18/2023	26576	Auto Check	Culligan Water Conditioning (00002766)	145.12
	08/18/2023 107201	134782 • Tools & Supplies	Bottle Water Bottle Water	145.12 145.12
08/18/2023	26577	Auto Check	Department of L&I - Elevator Program (00003134)	208.45
	08/18/2023 107212	326848 • Building Repairs & Maintenance	Annual Operating Certificate Annual Operating Certificate	208.45 208.45
08/18/2023	26578	Auto Check	DevFuzion (00000278)	187.50
	08/18/2023 107402	22986 • Event Advertising	Website Event Updates Website Event Updates	187.50 62.50
	107402	• Event Advertising	Website Event Updates	62.50
	107402	• Event Advertising	Website Event Updates	62.50
08/18/2023	26579	Auto Check	Ferrell Gas (00002769)	750.31
	08/18/2023 107214	1123722203 • Fuel & Vehicle Costs	Propane Propane	322.90 161.45
			Due To/From TRCC	161.45
	08/18/2023 107214	1123909217 • Fuel & Vehicle Costs	Propane Propane	427.41 213.70
			Due To/From TRCC	213.71
08/18/2023	26580	Auto Check	Frontier Fence, Inc. (00002771)	1,712.03
	08/18/2023 107213	44871 • Grounds Repairs & Maintenance	PO4300 - Fence Repair Fence Repair	1,712.03 1,712.03
08/18/2023	26581	Auto Check	Kennewick Ranch & Home (00003069)	652.13
	08/18/2023 101650	2307-904929 • 3rd Party Event Expense Holding Account	Gazebos - River of Fire Gazebos - River of Fire	652.13 652.13
08/18/2023	26582	Auto Check	KNDO/KNDU (00002825)	3,950.80
	08/18/2023 107402	215885A-1 • Event Advertising	TV Ads - WWE TV Ads - WWE	969.00 969.00
	08/18/2023 107402	214140A-1 • Event Advertising	TV Ads - REO TV Ads - REO	1,530.00 1,530.00
	08/18/2023 101650	214520A-2 • 3rd Party Event Expense Holding Account	TV Ads - River of Fire TV Ads - River of Fire	1,451.80 1,451.80
08/18/2023	26583	Auto Check	Kori Christian (00003590)	2,250.00
	08/18/2023 101650	001 • 3rd Party Event Expense Holding Account	Parking Services - RoF Parking Services - RoF	2,250.00 2,250.00

Toyota Center and Arena
Claims Roster
August 2023

<u>Date</u>	<u>Check</u>	<u>Method</u>	<u>Name</u>			<u>Amount</u>
08/18/2023	26584	Auto Check	MD Draft Team (00002835)			304.08
	08/18/2023	9789-13	Equipment Maintenance		304.08	
	107508	• F&B Equipment Repairs & Maintenance	Equipment Maintenance	304.08		
08/18/2023	26585	Auto Check	Pape Material Handling (00003034)			3,237.20
	08/18/2023	80087843	PO4293 - Wildhorse PM Service		3,237.20	
	107211	• Equipment Repairs & Maintenance	Wildhorse PM Service	3,237.20		
08/18/2023	26586	Auto Check	Plasticover LLC (00003596)			997.01
	08/18/2023	2612	PO4330 - Carpet Protection		997.01	
	107406	• Event Supplies	Carpet Protection - PBR	997.01		
08/18/2023	26587	Auto Check	Roto-Rooter (00002782)			554.91
	08/18/2023	51630096	Plumbing Repair		554.91	
	107212	• Building Repairs & Maintenance	Plumbing Repair	554.91		
08/18/2023	26588	Auto Check	Sinclair Broadcast Group (00003118)			29.75
	08/18/2023	AR2034796-1	TV Ads - PBR		29.75	
	107402	• Event Advertising	TV Ads - PBR	29.75		
08/18/2023	26589	Auto Check	Springhill Suites of Kennewick (00002726)			400.89
	08/18/2023	206D500004278	Room Rentals - Frontera		400.89	
	104370	• Reimbursed Outside Event Expense	Room Rentals - Frontera	400.89		
08/18/2023	26590	Auto Check	Staples Advantage (00002740)			357.28
	08/18/2023	3543414461	PO4278 - Office Supplies		357.28	
	107102	• Office Supplies	Office Supplies	178.64		
			Due To/From TRCC	178.64		
08/18/2023	26591	Auto Check	Sunbelt Rentals, Inc. (00002783)			629.86
	08/18/2023	142985344-0001	Carpet Cleaner		83.16	
	107305	• General Rental Equipment	Carpet Cleaner	83.16		
	08/18/2023	142753197-0001	Reader Board Repairs		546.70	
	107305	• General Rental Equipment	Reader Board Repairs	546.70		
08/18/2023	26592	Auto Check	TeamViewer Gmbh (00003597)			1,472.67
	08/18/2023	R02438719	Maintenance Software		1,472.67	
	107103	• Computer Equipment & Software	Maintenance Software	1,472.67		
08/18/2023	26593	Auto Check	Transient Coffee Company (00002873)			206.53
	08/18/2023	313	Espresso Machine Maintenance		206.53	
	107508	• F&B Equipment Repairs & Maintenance	Espresso Machine Maintenance	206.53		
08/18/2023	26594	Auto Check	Uline (00002785)			1,201.73
	08/18/2023	166897217	PO4299 - Grip Tape		1,201.73	
	107201	• Tools & Supplies	Grip Tape	1,201.73		
08/18/2023	26595	Auto Check	US Foods (00002786)			3,128.90
	08/18/2023	3503626	Food Order		3,128.90	
	101411	• Inventory - Food	Food Order	2,643.27		
	101415	• Inventory - Liquor	Liquor Order	485.63		
08/18/2023	26596	Auto Check	WCP Solutions (00002788)			985.32
	08/18/2023	13314963	PO4298 - Janitorial Supplies		282.66	
	107203	• Janitorial Supplies	Janitorial Supplies	282.66		
	08/18/2023	13314965	PO4298 - Janitorial Supplies		358.93	
	107203	• Janitorial Supplies	Janitorial Supplies	358.93		
	08/18/2023	13314964	PO4298 - Janitorial Supplies		343.73	
	107203	• Janitorial Supplies	Janitorial Supplies	343.73		

Toyota Center and Arena
Claims Roster
August 2023

<u>Date</u>	<u>Check</u>	<u>Method</u>	<u>Name</u>		<u>Amount</u>
08/18/2023	26597	Auto Check	Weaver Exterminating Service, Inc. (00002804)		841.34
	08/18/2023	18540	Monthly Rodent Control	280.45	280.45
	107304	• Contracted Services	Monthly Rodent Control	280.45	
	08/18/2023	18535	Monthly Rodent Control	140.22	140.22
	107304	• Contracted Services	Monthly Rodent Control	140.22	
	08/18/2023	18903	Monthly Rodent Control	280.45	280.45
	107304	• Contracted Services	Monthly Rodent Control	280.45	
	08/18/2023	18899	Monthly Rodent Control	140.22	140.22
	107304	• Contracted Services	Monthly Rodent Control	140.22	
08/18/2023	26598	Auto Check	Charlie's Produce (00002739)		165.71
	08/18/2023	855684	Food Credit 2/27/23	-44.20	-44.20
	101411	• Inventory - Food	Food Credit 2/27/23	-44.20	
	08/18/2023	904496	Food Order	209.91	209.91
	101411	• Inventory - Food	Food Order	209.91	
08/18/2023	26599	Auto Check	Coca-Cola (00000213)		5,737.90
	08/18/2023	141317	Beverage Credit	-720.00	-720.00
	101411	• Inventory - Food	Beverage Credit	-720.00	
	08/18/2023	143499	Beverage Order	6,457.90	6,457.90
	101411	• Inventory - Food	Beverage Order	6,457.90	
08/25/2023		Wire Transfer	Washington State Department of Revenue (00002989)		2,731.39
	08/25/2023	TOYO B&O for July, paid Aug		2,731.39	
	102325	• B&O Tax Payable	TOYO B&O for July, paid Aug	1,302.96	
	102310	• Sales Tax Payable - State	TOYO B&O for July, paid Aug	464.62	
	107603	• B&O Taxes	TOYO B&O for July, paid Aug	963.81	
08/21/2023	26601	Auto Check	City of Kennewick - Misc (00002830)		408,784.13
	08/21/2023	TOYO Admissions Tax 2022		237,005.53	237,005.53
	102320	• Admissions Tax Payable	TOYO Admissions Tax 2022	237,005.53	
	08/21/2023	TOYO Admissions Tax 2023		171,778.60	171,778.60
	102320	• Admissions Tax Payable	TOYO Admissions Tax 2023	171,778.60	
08/23/2023	26602	Auto Check	RHS/RSD - Dance (00003615)		200.00
	08/23/2023	Gold Sponsor	Gold Sponsor	200.00	200.00
	107302	• Venue Marketing & Non-Event Advertising	Gold Sponsor	200.00	
08/31/2023		Wire Transfer	Ticketmaster (00003619)		2,034.63
	08/31/2023	Marca MP refunds		2,034.63	2,034.63
	102220	• Unearned Ticket Sales	Refund cancelled show Marca MP	2,034.63	
08/31/2023		Wire Transfer	American Payment Solutions - APS (00002969)		318.44
	08/31/2023	APS CC Fees TOYO Aug 23	APS CC Fees TOYO	318.44	318.44
	107310	• Credit Card Fees	APS CC Fees TOYO	318.44	
08/31/2023		Wire Transfer	Revel Systems (00003299)		2,424.83
	08/31/2023	Net Fees for POS Aug 23	Net Fees for POS Aug 23	2,424.83	2,424.83
			Due To/From TRCC	2,424.83	
08/31/2023		Wire Transfer	Revel Systems (00003299)		892.42
	08/31/2023	Concessions CC Fees Aug 23	Concessions CC Fees	892.42	892.42
	107514	• F&B Credit Card & Banking Fees	Concessions CC Fees	892.42	
08/31/2023		Wire Transfer	Revel Systems (00003299)		190.56
	08/31/2023	Arena CC Fees Aug 23	Arena CC Fees	190.56	190.56
	107310	• Credit Card Fees	Arena CC Fees	190.56	
08/31/2023		Wire Transfer	Fintech (00003296)		23.37
	08/31/2023	Fintech Fees TOYO Aug 23	Fintech Fees TOYO	23.37	23.37
	107311	• Banking Fees	Fintech Fees TOYO	23.37	
08/31/2023		Wire Transfer	Ticketmaster (00003619)		2,034.63
	08/31/2023	Marca MP Refunds		2,034.63	2,034.63
	102220	• Unearned Ticket Sales	Refund for canceled show Marca MP	2,034.63	

Total Paid - TOYO Operating: 920,473.73

Toyota Center and Arena
Claims Roster
August 2023

<u>Date</u>	<u>Check</u>	<u>Method</u>	<u>Name</u>	<u>Amount</u>
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TOYO Sterling Box Office Account

08/31/2023	Wire Transfer	American Express Card Processing (00003298)		2,563.00
08/31/2023	Amex Box Office Fees Aug 23	Amex Box Office Fees		2,563.00
107310	• Credit Card Fees	Amex Box Office Fees		
		Credit Card Fees	2,563.00	
Total Paid - TOYO Box Office:				2,563.00
Total Paid - Combined:				923,036.73

I, Dan Legard, Finance Director, do hereby certify that the merchandise or services hereinbefore specified have been received, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation and that the vouchers listed above are approved for payment this day.



Dan Legard, Finance Director

The payments on this claims roster are comprised of the following:

Check numbers 26532-26598	\$	576,102.52
Electronic transfers - Operations		344,371.21
Electronic transfers - Box Office		2,563.00
Total	\$	923,036.73

Exceptions:

Council Agenda Coversheet	Agenda Item Number: 4.c. Council Date: 10/17/2023	Category: Consent Agenda
	Agenda Item Type: General Business Item Subject: Payroll Roster Approval Department: Finance Ord/Reso # Contract # Project # Permit #	
<u>Recommendation</u> Staff recommends that Council approve the Payroll Roster. <u>Motion for Consideration</u> Motion to approve the Payroll Roster for the pay period ending 9/30/2023. <u>Summary</u> None. <u>Alternatives</u> None. <u>Fiscal Impact</u> Total: \$2,521,228.96.		
<u>Attachments:</u> 1. Roster		

October 17, 2023

All Departments:

September 30, 2023

ADMINISTRATIVE TEAM	2,083.98
CITY COUNCIL	4,787.50
CITY MANAGER	13,416.50
CIVIL SERVICE	3,831.40
COMMUNITY PLANNING & ECONOMIC DEVELOPMENT	27,698.76
EMPLOYEE & COMMUNITY RELATIONS	55,317.78
ENGINEERING	56,791.58
FACILITIES & GROUNDS	121,328.19
FINANCE	54,355.79
FIRE	108,980.53
LEGAL SERVICES	19,653.56
MANAGEMENT SERVICES	115,828.62
POLICE	520,391.36
Subtotal General Fund	1,104,465.55
STREETS	21,564.69
TRAFFIC	20,910.97
Subtotal Street Fund	42,475.66
BI-PIN	11,226.07
BUILDING SAFETY	49,604.66
COMMUNITY DEVELOPMENT	3,232.95
CRIMINAL JUSTICE	84,191.56
EQUIPMENT RENTAL	13,201.24
MEDICAL SERVICES	366,983.93
RISK MANAGEMENT	4,078.73
STORMWATER UTILITY	21,349.32
WATER & SEWER	162,171.20
Subtotal Other Funds	716,039.66
Total Salaries and Wages	1,862,980.87
<u>Benefits:</u>	
Dental Insurance	21,713.45
Industrial Insurance	54,389.38
Medical Insurance	335,705.13
Medical Retirement Account	3,300.00
Retirement	127,719.73
Social Security (FICA)	108,031.95
Vision Insurance	3,530.74
WA Family Leave	3,857.71
	658,248.09
Total Benefits	
Grand Total	<u><u>\$2,521,228.96</u></u>

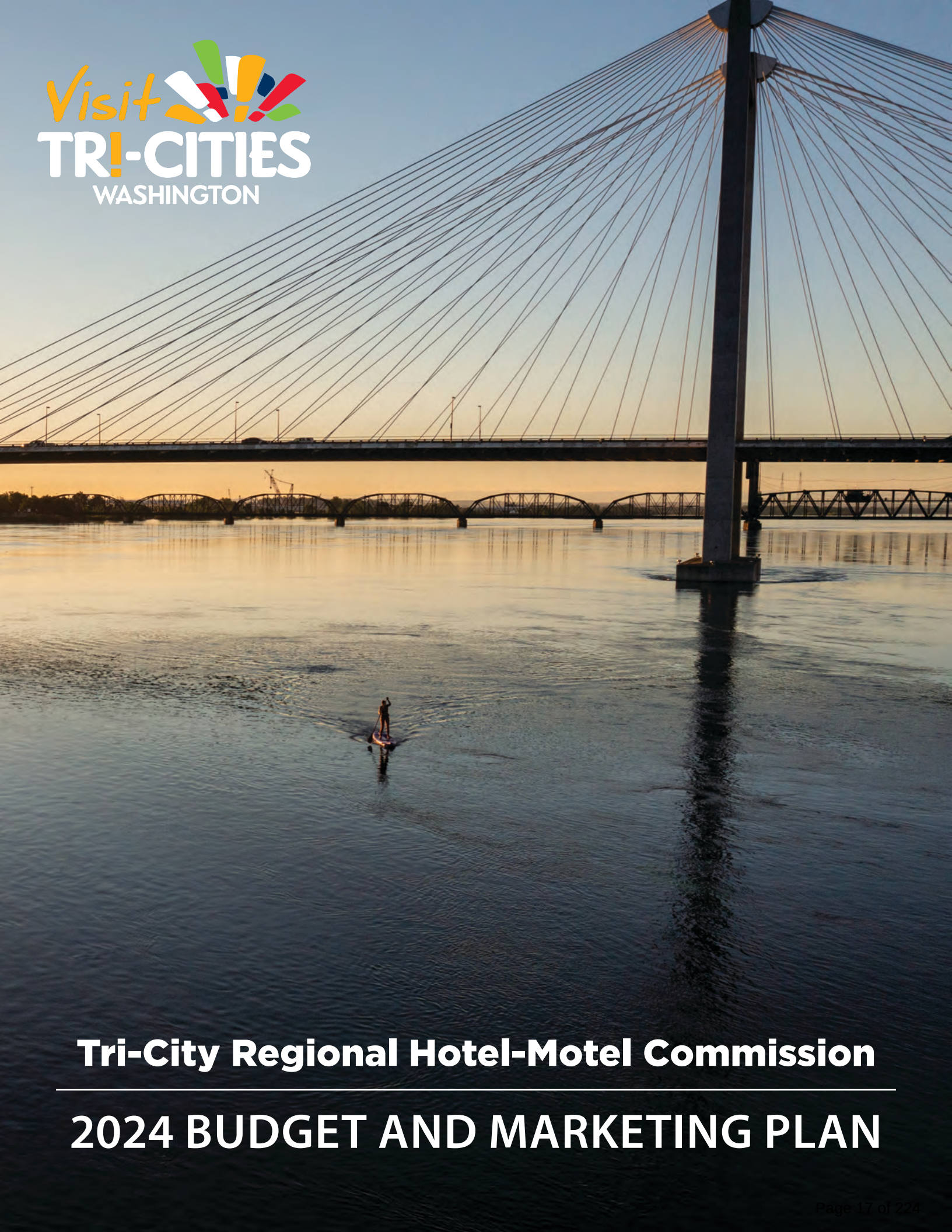
I, Dan Legard, Finance Director, at the direction of the Council, do hereby certify that the Payroll hereinabove specified is approved for payment in the amount of \$2,521,228.96 comprised of check numbers 76756 through 76763 and direct deposit numbers 217471 through 217944.

Approved for payment:



Dan Legard, Finance Director

Council Agenda Coversheet	Agenda Item Number: 4.d. Council Date: 10/17/2023	Category: Consent Agenda
	Agenda Item Type: General Business Item Subject: 2024 Tourism Promotion Area (TPA) Budget & Marketing Plan/Reserve Request Department: City Manager Ord/Reso # Contract # Project # Permit #	
<u>Recommendation</u> That Council approve the 2024 Tourism Promotion Area (TPA) Budget and Marketing Plan and the request from Visit Tri-Cities and the Tri-City Regional Hotel-Motel Commission to release reserve funds in the amount of \$225,000 in excess funds from the TPA Reserve Funds. <u>Motion for Consideration</u> Motion to approve the 2024 Tourism Promotion Area (TPA) Budget and Marketing Plan and the request from Visit Tri-Cities and the Tri-City Regional Hotel-Motel Commission to release reserve funds in the amount of \$225,000 in excess funds from the TPA Reserve Funds. <u>Summary</u> At the October 10th workshop, Council received an update from Visit Tri-Cities. The 2024 TPA Budget and Marketing Plan was reviewed during the presentation. The plan has been reviewed and approved by the Tri-City Regional Hotel-Motel Commission. They are requesting the release of \$225,000 from the TPA Reserves to be reinvested in tourism marketing projects. A summary of the projects and the associated expenditures is attached for your review. The use of the reserve funds has been reviewed and approved by the Tri-City Regional Hotel-Motel Commission. The TPA policy is to maintain the reserves at \$500,000 and that requirement will continue to be achieved. As indicated in the attached request, there is currently \$767,052 available for reinvestment. These funds are in addition to the minimum reserve requirement. By approving this request, we will put tourism promotion area dollars (that have been accumulated above the reserve requirement) for use in our community. Staff continues to have a very good partnership with Visit Tri-Cities and will work closely with them throughout the year. <u>Alternatives</u> None. <u>Fiscal Impact</u> None.		
Attachments: - Plan - Request		



Tri-City Regional Hotel-Motel Commission

2024 BUDGET AND MARKETING PLAN

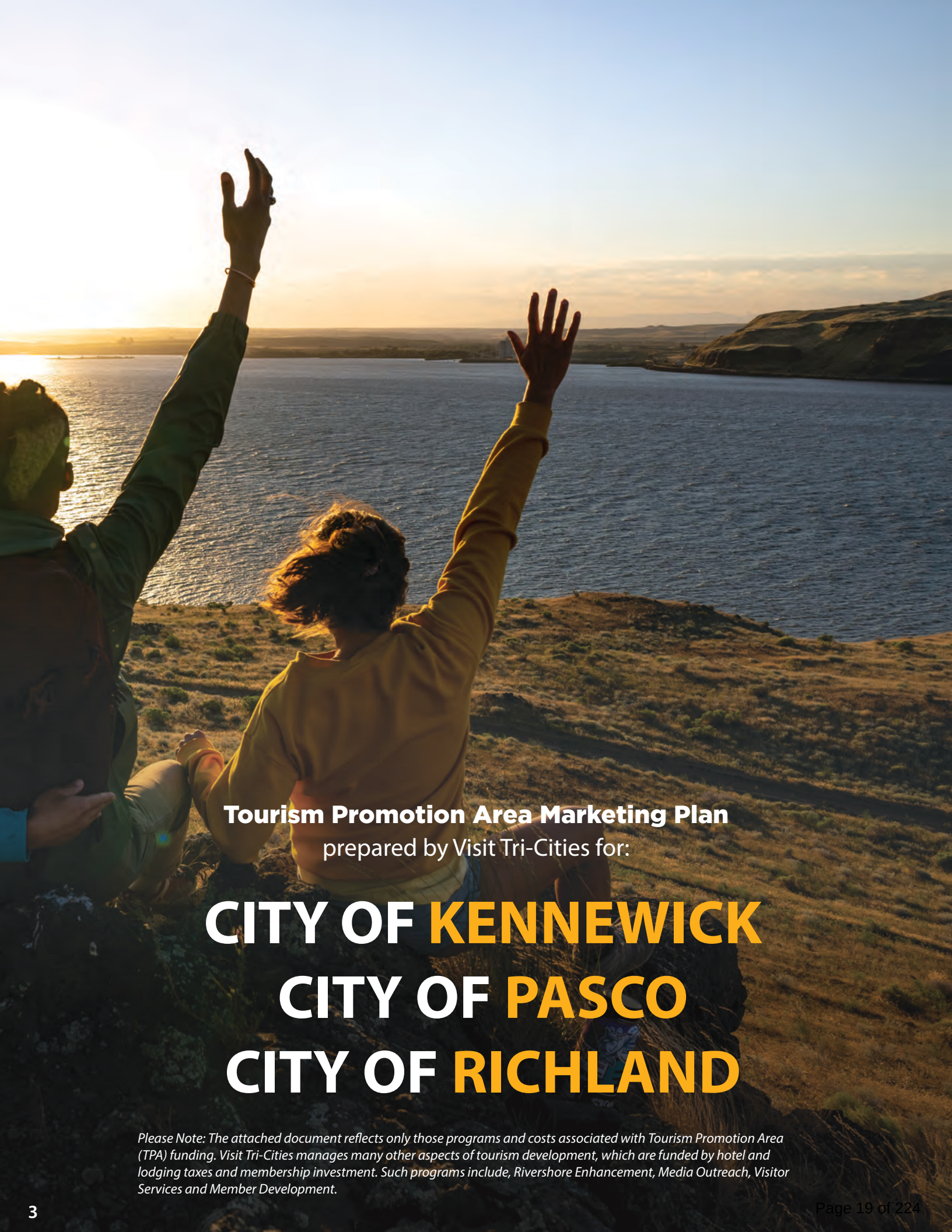


VISION

Inspire wanderlust for a bold yet casual, geeky but cool, magical experience in wide-open spaces.

MISSION

We make the Tri-Cities bigger, bolder, brighter, better and more cool through tourism.



Tourism Promotion Area Marketing Plan
prepared by Visit Tri-Cities for:

CITY OF KENNEWICK
CITY OF PASCO
CITY OF RICHLAND

Please Note: The attached document reflects only those programs and costs associated with Tourism Promotion Area (TPA) funding. Visit Tri-Cities manages many other aspects of tourism development, which are funded by hotel and lodging taxes and membership investment. Such programs include, Rivershore Enhancement, Media Outreach, Visitor Services and Member Development.

INTRODUCTION

Visit Tri-Cities is a 501(c)(6) non-profit organization whose contracted purpose is to foster tourism, support local businesses, and promote economic growth within the Tri-Cities region. Visit Tri-Cities, (VTC) is supported by the Tri-City Regional Hotel-Motel Commission which was created in 2004. Through an interlocal agreement between the Cities of Kennewick, Pasco, and Richland, and the lodging properties within those cities, VTC was designated as the unified authority to strategically coordinate promotion and development of the destination. Funding is provided through a Tourism Promotion Assessment (TPA), which currently collects \$3 for each night a guest stays in a hotel. As detailed in the agreement, TPA funds are designed to supplement, not replace, other VTC funding sources such as lodging tax and membership dues.

As a crucial player in economic development, VTC utilizes TPA revenues to promote the destination and ensure that visitors experience the best our cities have to offer while also bolstering the overall prosperity of the community. By bringing together resources from the three cities, VTC creates a strong collaborative platform, allowing us to brand and market the region effectively and attract a diverse range of visitors.

In 2024, TPA revenues are projected to reach just over \$2 million. These funds are put to judicious use supporting the four strategic pillars of our organization: Strategic Sales and Marketing, Collaborative Destination Development, Proactive Community Engagement, and Innovation in the Organization. These pillars encompass a wide array of endeavors including destination marketing campaigns, group sales initiatives, infrastructure development, hospitality training programs, and collaborative efforts to facilitate meetings and events that draw tourists throughout the year. Within the annual TPA budget, a Tourism Opportunity Fund has been established to ensure funds are available to support and incentivize key events to book their business here. Before being granted, recommended incentives are reviewed and approved by the Hotel-Motel Commissioners based on the number of hotel rooms each event books in the area. Incentive funds are paid out after successful completion of each event. Additional TPA revenues are allocated to conduct research and collect valuable data to better understand visitor trends and preferences, enabling VTC to make informed decisions for the continuous improvement in our promotional efforts and tourism offerings.

The Tri-City Regional Hotel-Motel Commission stands as a vital force in enhancing the economic viability of our communities. Driving our region's tourism sector forward yields numerous benefits for residents, businesses, and visitors alike. The following pages outline the TPA budget and marketing plan to demonstrate how these funds will be utilized in 2024.





ACKNOWLEDGMENTS

We greatly appreciate the time and dedication of our city partners and hoteliers who meet monthly to provide Visit Tri-Cities with support and direction on how to invest the proceeds from the tourism promotion assessments collected in Kennewick, Pasco, and Richland.

TRI-CITY REGIONAL HOTEL-MOTEL COMMISSION

KENNEWICK

Mark Blotz, Clover Island Inn

Nickolas Woody, SureStay Plus Hotel by Best Western Kennewick

Marie Mosley, Ex Officio, City of Kennewick

PASCO

Monica Hammerberg, Hampton Inn & Suites Pasco/Tri-Cities

Jerry Beach, A1-Hospitality

Adam Lincoln, Ex Officio, City of Pasco

RICHLAND

Yesenia Galvez, Holiday Inn Richland on the River

Lacey Stephens, Home2 Suites by Hilton

Jon Amundson, Ex Officio, City of Richland



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TOURISM 2024

NATIONAL OUTLOOK

Demand for domestic travel has been gradually increasing in 2023, but the pace is slower than it was in 2022 and projections show it will level off in the second half of the year.

The June 2023 STR & Tourism Economics report projected slower growth over the next year. The report calls for a 1.4% growth in occupancy and a 3.5% growth in daily rates. The combined effect is a 5% year-over-year growth in revenue per available room.

"Economic uncertainty underlines our forecast for the remainder of this year and into 2024," said Amanda Hite, STR president. "In the third and fourth quarter, we will have positive growth much slower than what we've seen in the first half of the year, but still positive for the industry."

For all the strength in travel, the broad environment is still tenuous. Many economists believe that the outlook for the global economy is weaker than last year and expect higher inflation in most regions across the world. Research also indicates that due to higher prices, travelers are limiting the number of activities and dining experiences they participate in while traveling.

"Recent stress in the banking system and tighter lending standards will add to inflation pressures and produce a relatively mild recession

in the second half of 2023," said Aran Ryan, director of industry studies at Tourism Economics. "A halting economy will limit gains in lodging demand." As a result, Tourism Economics anticipates modest growth in room nights sold.

Traveler sentiment in the leisure market remains generally positive. Consumers are eager to travel and explore new destinations despite concerns over increased costs. The business travel segment has shown an increase in the number of smaller meetings, and the frequency of business trips. In addition, remote work opportunities are providing the flexibility to blend leisure and business travel and remote workers seem to enjoy the combination. Global spending by "bleisure" travelers is expected to double by 2027.

In summary, the U.S. travel industry is expected to witness further growth in demand and hotel occupancy levels in 2024. Rates are expected to continue to rise as well, as hotels seek to strike a balance between attracting guests and adjusting to inflationary pressures and increasing operational costs. However, analysts say in many cases, growth is expected to come from higher rates rather than the number of trips. Despite these short-term influences, the long-term case for travel remains strong.

PROJECTED U.S. HOTEL KEY PERFORMANCE METRICS*

	2021 Actual	2022 Actual	2023 Forecast	2024 Forecast	2025 Forecast
Occupancy	57.6%	62.6%	63.5%	64.4%	65.3%
ADR	\$125	\$149.06	\$154.28	\$159.03	\$164.27
RevPAR	\$72	\$93.29	\$97.95	\$102.49	\$107.31
RevPAR Compared to 2019	-17%	-7.3%	-2.7%	+1.8%	+6.6%

*STR May 2023 Forecast

LOCAL OUTLOOK

The positive effect that pent-up travel demand had on the Tri-Cities lodging market in 2022 has softened. In addition, significant inflationary pressures are slowing the growth rate in 2023. Despite these factors, year-over-year occupancy levels here have remained consistent to the pre-pandemic levels set in 2022. Over the first six months of 2023, the Tri-Cities lodging sector leads the state in occupancy percentage. At the same time, the increase in revenue per available room (RevPar) over the prior year has risen to the second highest in the state. As we look ahead, economic indicators suggest the leveling trend will continue as we move into 2024.

Meeting and convention travel remains slower across the country and our projections in this segment are consistent with the national trends. A Deloitte analysis released this April revealed the sector's full recovery might not happen until late 2024 or 2025. It's probably still too early to definitively say when — or if — business travel might fully recover to pre-pandemic levels, a definitive growth trend in smaller meetings could bode well for us. This year, we've seen heightened activity among groups that put a hold on their conventions in recent years. We've also seen growth in some of our larger conventions to the point that there is a very real possibility of losing those groups in the

future to destinations with larger facilities. Thus far, our teams have been resourceful enough to maintain most of the existing business. Although we do not anticipate growth in this segment, we expect to maintain current levels in the pipeline with new associations and events.

Competition in the sports market has grown significantly over the past few years. Destinations around the country have seen the value in this demographic and are investing heavily in fields and sports complexes. Recent venue enhancements in the region are creating a competitive advantage in other communities that threatens our success in this category. In Spokane, demand is outpacing projections at The Podium, a 130,000-square-foot indoor sports facility that opened in December of 2021. The new facility provides a variety of new event space that gives the county more flexibility in the type of events it can attract. Sports commissions around the region are aggressively pursuing event organizers with incentives which further stresses growth in this market. Progress on sports related venues in our communities is essential to staying competitive and we will quickly need to address our shortage of large, multi-use sports and event facilities if we are to maintain our position in this category. Due to long established relationships, we continue to attract a significant number of tournaments that will help us keep pace. We've also secured a few exciting signature events including the World Horseshoe Pitching Championships – a two-week event that will bring 1,000 pitchers to the Toyota Arena in 2024 and 2027 as they compete for the World Title. Sports is a key contributor to the success of our hospitality businesses, and we expect it to be a key contributor to our group business in 2024.

Labor shortages continue to stress the travel industry as airlines, hotels, and restaurants continue to search for, develop, and onboard new staff. Despite these challenges and rising interest rates, development continues in the Tri-Cities hospitality scene.

Construction on the new 126 room LivAway Suites is planned to begin in late fall of 2023. This will offset the recent 4.4% reduction in hotel room supply when some older properties converted to short term apartments. Progress on recent developments such as West Village Community Park in Richland, the A Street Sports Complex in Pasco, and 15 new Pickleball Courts at Lawrence Scott Park in Kennewick are helping to improve our hospitality product. In other developments, Quake Family Fun Park is slated to open late summer of 2023. Perch Cantina at Columbia Point is expected to open in May of 2024. Pasco Public Facilities District projects a target opening of the new Aquatic Center in late 2025, and at the airport, the Port of Pasco recently announced that American Airlines will begin new daily flights to Phoenix in February, 2024. The Port also received a \$750,000 grant from the U.S. Department of Transportation to help recruit, initiate, and support potential new air service to Dallas. With a 4.3% growth rate, the Tri-Cities is outpacing Washington state, thanks to job and business development.



2023 PERFORMANCE JANUARY - JUNE*

	OCC	ADR	RevPar	RevPar vs Prior Year
SEATTLE	64.2%	\$192.54	\$123.57	+16.2%
SPOKANE	60.7%	\$139.47	\$84.69	+6.4%
TACOMA	59.1%	\$128.08	\$75.73	+6.3%
TRI-CITIES	66.7%	\$121.13	\$80.77	+12.4%
VANCOUVER	65.1%	\$131.16	\$85.38	+5.2%
YAKIMA	49.7%	\$110.36	\$54.82	+1.7%

*STR June 2022 Destination Report

COMPETITIVE SITUATION ANALYSIS

In order to promote the Tri-Cities as a preferred destination for group, business and leisure travelers, it is important to recognize both the strengths and challenges within our community and to set sales strategies accordingly.

CONVENTION AND SPORTS

Destination Strengths

- Variety of hotels and brands
- Positive relationship between Visit Tri-Cities, hotels and meeting venues
- Three Rivers Convention Center and HAPO Center
- Unique offsite event venues (i.e., wineries, museums, etc.)
- Ample complimentary parking available
- Sports facility infrastructure
- Strong Sports Council
- Opportunity funds available
- Amenities and attractions that appeal to convention groups (i.e., wine experiences, outdoor recreation, etc.)
- Centrally located in the Pacific Northwest and favorable weather conditions

Destination Challenges

- Lack of hotels capable of 150+ room block
- Lack of resort-style hotels with ample meeting space
- Meeting venues with larger meeting space in competing locations
- Limited number of meeting rooms and exhibit space available under one roof
- Number of hotel rooms within walking distance of Convention Center/large facilities
- The number of hotel rooms available to groups due to hotels converting to apartments
- Competing locations have expanded or have plans to expand their Convention Centers
- Lack of sports officials
- Lack of family friendly attractions pending the opening of the Pasco Aquatics Center
- Competing locations have newly developed indoor/outdoor multi-use sports facilities with state-of-the-art amenities
- Distance from I-5 corridor vs. competition

LEISURE TRAVEL

Destination Strengths

- Washington's biggest wine region
- 200+ wineries within a one-hour drive
- Contains 99% of all the wine grapes grown within Washington
- Award winning and prestigious wineries
- Wine Science Center
- The Columbia, Yakima, and Snake rivers provide for ample watersports including boating, fishing, swimming and paddle sports
- Seven riverfront parks
- Relax on and along the river while dining or cruising
- Annual Water Follies event
- Miles of riverfront paths & trails for biking, running, and walking
- Official American World War II Heritage City
- Manhattan Project National Historic Park
- CPCCo Planetarium
- REACH Museum
- Laser Interferometer Gravitational-Wave Observatory (LIGO)
- Professional baseball & hockey
- Annual Benton-Franklin Fair/Rodeo
- Tri-Cities Speedway & car shows
- Six Farmers' Markets
- 300 days of sunshine year round
- Ten golf courses
- Over 30 hiking and mountain bike trails
- 21 recreational parks
- 67 miles of paved pedestrian & bike trail

Destination Challenges

- Heavy weekend traffic on I-90
- Drivers experience snowy winter driving from key drive markets
- Price of airfare/challenges of air travel
- Summer temperatures can be too hot
- Can be very windy
- Cold December & January temperatures can limit outdoor activities
- Perceived lack of family activity
- Weak reputation as a wine-destination vs Walla Walla and Woodinville
- Perceived lack of night life
- Spread out communities and attractions create challenges for active transportation.
- Some attractions have limited accessibility.
- Central gathering places are limited
- Many businesses are closed on Sunday
- There is no real "Downtown" or entertainment district
- Limited shopping options
- Lingering negative perception about Hanford
- The area has an unsophisticated reputation
- It is a desert, no greenery or trees

BUSINESS TRAVEL

Destination Strengths

- Less price sensitive for airfare and hotels
- Mid-week demand compliments weekend and convention groups
- Recently expanded Tri-Cities Airport
- Direct flights from Denver, Salt Lake City, Seattle, Phoenix, San Francisco, Las Vegas, Minneapolis, Los Angeles and Burbank

Destination Challenges

- Destination choice not influenced by sales and marketing efforts
- Mostly mid-week travel
- Popularity of virtual meetings, reducing in-person meetings and travel

GUESTROOM PRODUCTIVITY

	2022 ACTUAL	2023 FORECAST	2024 GOALS
CONVENTION BOOKINGS	19,654	18,000	20,000
SPORTS BOOKINGS	21,481	24,000	25,000
TOTAL	41,135	42,000	45,000

RFP PRODUCTIVITY

LEADS ISSUED	2022	2023	2024
QTR 1	40	29	45*
QTR 2	44	31	50*
QTR 3	39	35*	60*
QTR 4	67	70*	75*
TOTAL	190	165*	230*

*Estimated Production



2024 GROUP SALES INITIATIVES

QUARTER 1

JANUARY - MARCH

- Host Sports Planner Customer Event in Portland
- Launch ad campaign on PlayEasy
- Customer Event in Olympia
- Olympia Sales Blitz
- Establish quarterly meeting planner e-newsletter, similar to Your Weekend Starts Here
- MPI Cascadia Conference
- Northwest Event Show
- Launch digital ads targeting MPI attendees
- Launch meeting planner incentive package

QUARTER 2

APRIL - JUNE

- Sports ETA Event Symposium
- E-Sports Conference
- Washington Society for Association Excellence Convention
- Society of Government Meeting Planners event
- Ad campaign targeting WSAE Members
- Launch first time sports event incentive

QUARTER 3

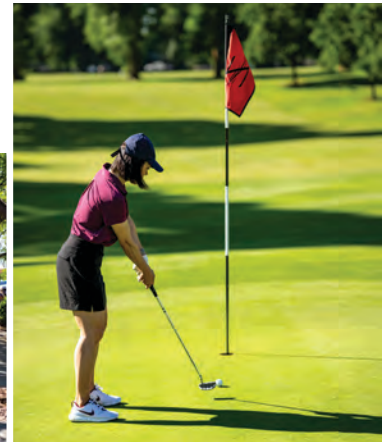
JULY - SEPTEMBER

- Sports Relationship Conference
- Publish Sports Facilities Map
- Host Customer Event for Tri-Cities Sports Council
- Convention and corporate sales mission to Seattle/ Greater Puget Sound Region
- Host Super FAM event for meeting planners

QUARTER 4

OCTOBER - DECEMBER

- TEAMS Conference
- US Sports Conference
- Launch digital ads targeted at TEAMS and US Sports Congress attendees
- Direct mail "Remember Tri-Cities" gift
- Olympia Sales Blitz



MEETINGS & CONVENTIONS



20,000

GUEST ROOMS BOOKED



\$5,250,000

ESTIMATED ECONOMIC IMPACT



\$2,600,000

ESTIMATED DIRECT
HOTEL SPENDING

2024 ACTIONS

SALES BLITZES

Develop two separate multi-day sales blitzes in Spring (Olympia) and Fall (location to be determined).

CUSTOMER EVENTS

Organize meeting planner customer luncheon in the spring to promote the Tri-Cities as a destination. Event to be held in conjunction with Spring Sales Blitz.

MEETING PLANNER FAM TOURS

Host qualified meeting planners for individual and group, customized FAM tours.

RELATIONSHIPS

Continue staff attendance at Washington Society for Association Excellence (WSAE) and Meeting Professionals International (MPI) Washington Chapter and Professional Convention Management Association (PCMA) monthly/quarterly meetings to strengthen relationships with key meeting planners. Staff will continue to serve on the WSAE Convention Planning committee. Staff will continue to serve on industry boards and committees such as WSAE, WTA and SGMP. Renew Diamond Level enhanced listing with Cvent.

ADVERTISING

Digital campaigns of industry tradeshow and site campaigns of meeting professionals by geographic location.

MEETING INCENTIVES

Utilize the opportunity fund specifically to offset costs for new group business and groups that block more than 300 rooms per night city-wide. Create meeting planner incentives and develop a "deals" page outlining any hotel sponsored incentives.

REGIONAL/STATE/NATIONAL CONFERENCES AND TRADESHOWS

Host and attend the Washington Society for Association Excellence (WSAE). In addition, attend Meeting Professionals International (MPI) Cascadia Annual Conferences and the Northwest Event Show. Participate in additional sponsorship opportunities at each of these events for increased exposure.

SKYNAV AND KUULA

Convention sales department will leverage the SkyNAV and Kuula platforms to promote Tri-Cities and meeting venues to convention professionals. The interactive tour highlights points of interest with image galleries, videos and information to assist meeting planners in selecting the Tri-Cities for their events. The tour link will be included with all electronic proposal packets, digital Meeting Planner Guide as well as communications to meeting groups.

CONVENTION SALES PROGRAM TOTAL:

\$80,069

ADVERTISING

- MPI site retargeting campaign: \$9,350 (Jan)
- Cvent Diamond Listing: \$10,400 (Sept)
- Digital targeting campaigns of industry tradeshows: \$6,000 (\$500 per month)
- Cvent retargeting campaigns: \$12,000 (April)

Total: \$37,750

TRAVEL

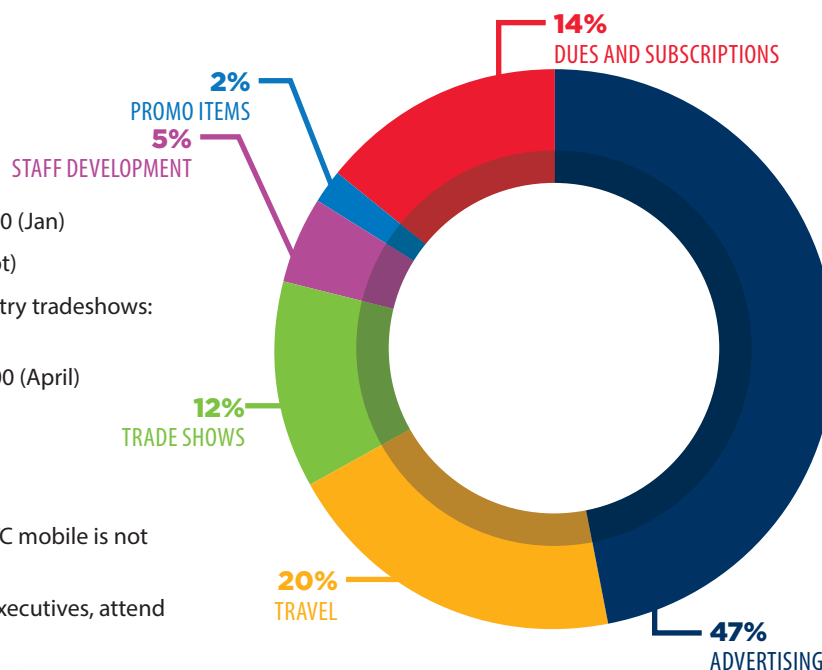
- Mileage for site inspections when VTC mobile is not available: \$480 (\$40 per month)
- Washington Society of Association Executives, attend one association meeting: \$500 (Oct)
- Meeting Planners International Annual Convention: \$600 (March)
- Olympia Spring Sales Blitz: \$2,500 (March) (\$500 per staff x 5)
- Fall Sales Blitz: \$2,000 (Oct) (\$500 per staff x 4)
- Continuing education courses: \$8,000 (March and July) (\$2,000 per session per staff member x 4)
- Society of Government Meeting Professionals Winter Workshop: \$300 (Feb)
- Northwest Event Show: \$2,000 (Jan) (\$1,000 per staff x 2)

Total: \$16,080

TRADE SHOWS

- Meeting Planners International (MPI) registration for hosted buyer program: \$1,100 (Jan)
- MPI Conference Sponsorship: \$1,000 (Feb)
- Washington Society for Association Excellence Conference Registration: \$450 (May)
- WSAE Conference Sponsorship: \$1,775 (May)
- National trade show targeted at meeting planners, travel media and travel advisors: \$1,000 (March)
- Northwest Event Show booth registration: \$4,000 (Sept)

Total: \$9,325



STAFF DEVELOPMENT

- Continuing Education Training Courses: \$4,000 (Feb, March, July) (\$1,000 registration per staff x 4)

Total: \$4,000

PROMO ITEMS

- Amenities: \$800 (Feb: \$400 and Aug: \$400)
- Logo'd items: \$700 (Feb: \$350 and Aug: \$350)

Total: \$1,500

DUES AND SUBSCRIPTIONS

- WSAE Sapphire Level Sponsorship: \$2,550 (Jan)
- WSAE dues: \$690 (June) (\$345 per staff x 2)
- Meeting Planners International: \$495 (Dec)
- Society of Government Meeting Professionals: \$400 (April)
- Professional Conference Management Association: \$485 (Nov)
- National Tour Association: \$700 (Feb)
- Religious Conference Management Association Dues: \$195 (July)
- Military Reunion Network: \$699 (May)
- DI MINT subscription: \$5,200 (Jan)

Total: \$11,414

SPORTS AND TOURNAMENTS



25,000

GUEST ROOMS BOOKED



\$7,187,500

ESTIMATED ECONOMIC IMPACT



\$3,125,000

ESTIMATED DIRECT
HOTEL SPENDING

2024 ACTIONS

SPORTS COUNCIL

Organize and administer activities for the Tri-Cities Sports Council.

ADVERTISING

Place print and digital advertising as appropriate in publications such as: Sports Events, Sports Destination Management and Sports Planning Guide.

SALES BLITZ

Conduct sales calls in the Portland or Seattle metropolitan areas in February.

PROMOTE RESOURCES

Update the sports facilities guide, provide e-version and QR code links for consumer access.

VIRTUAL TOURS

SkyNav and Kuula tour links will be promoted in our communications to sports groups. SkyNav and Kuula allows tournament directors to experience the Tri-Cities virtually and the ability to see first-hand the venues, amenities, attractions and accommodations that would be available to their teams. The interactive tours highlight points of interest with image galleries, videos and information to aid tournament directors in understanding the advantages of selecting the Tri-Cities.

OPPORTUNITY FUND

Utilize the opportunity fund specifically to offset tournament costs for groups that block more than 300 rooms per night city-wide.

TRADESHOWS

Promote the Tri-Cities as a premier sports destination at National Tradeshow Events such as TEAMS, S.P.O.R.T.S. Relationship, US Sports Congress and Sports ETA.

CUSTOMER EVENTS

Sponsor event at annual national sports tradeshow, such as TEAMS and Sports ETA Symposium. In addition, host customer event luncheon in conjunction with the Sales Blitz in February.

BIDDING FEES

Bid on new regional/national level tournaments that demand bidding fees to host events.

NEW BUSINESS

With the completion and enhancement of facilities in the Tri-Cities, staff will focus on pursuing major tournaments and signature events.

SPORTS PROGRAM

TOTAL:

\$142,385

ADVERTISING

- Miscellaneous ads to support tournaments: \$925 (Jan: \$100, March: \$150, May: \$325, Nov: \$200, Dec: \$150)
- Sports Events Magazine featured listing: \$2,000 (Dec)
- Sports Planning Guide site inspection feature: \$2,000 (July)
- Playeasy platform destination spotlight: \$3,250
- Printed Sports Facilities Map: \$600 (Jun)

Total: \$8,775

BID FEES AND EVENT SUPPORT

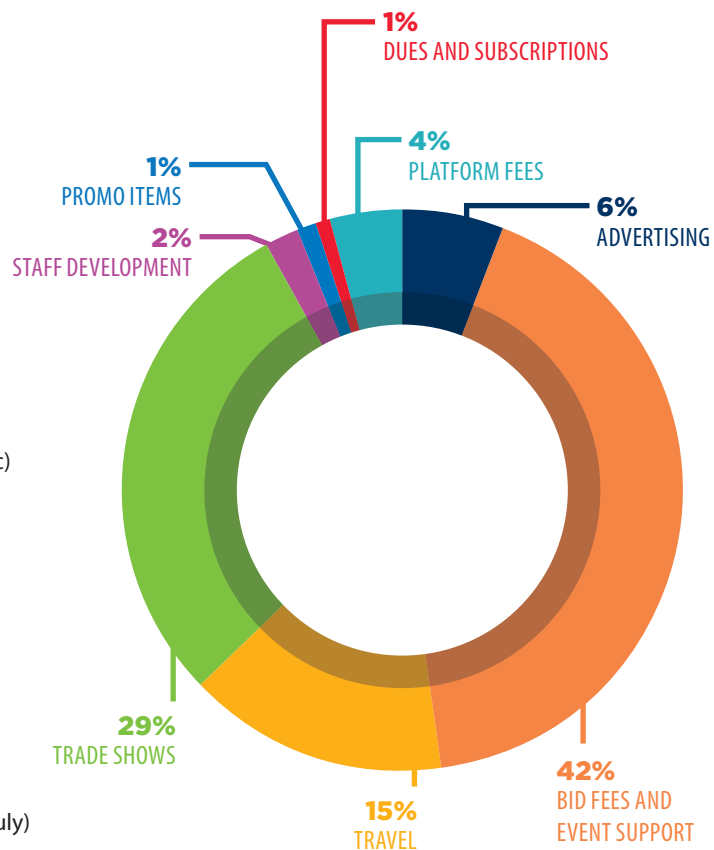
- USTA Tennis Championships: \$5,000 (Aug)
- National Horseshoe Pitchers Association: \$28,000 (July)
- B.A.S.S. Nation: \$15,000 (Aug)
- Tri-City Water Follies: \$10,000 (Aug)

Total: \$58,000

TRAVEL

- Sports ETA Symposium: \$4,875 (May) (\$1,625 per staff x 3)
- TEAMS Conference: \$3,490 (Oct) (\$1,745 per staff x 2)
- S.P.O.R.T.S - Relationship Conference: \$1,745 (Sept)
- US Sports Congress: \$1,800 (Dec)
- EsportsTravel Summit: \$1,490 (June)
- Sports Sales Blitz/Customer Event: \$1,680 (\$560 per staff x 3)
- Staff development, continuing education travel: \$6,000 (May and July) (\$2,000 per staff x 3)
- Mileage for site inspections when VTC mobile is not available: \$300 (\$25 per month)

Total: \$21,380



TRADE SHOWS

- TEAMS Conference: \$13,500 (Feb) (two staff members: \$3,500, TEAMS Conference sponsorship: \$10,000)
- EsportsTravel Summit registration: \$3,000 (Feb)
- S.P.O.R.T.S Relationship Conference: \$8,000 (March) (registration: \$1,500, sponsorship: \$6,500)
- Sports ETA Symposium: \$14,185 (Dec) (registration for three staff members: \$4,185, sponsorship: \$10,000)
- US Sports Congress registration: \$3,150 (April)

Total: \$41,835

STAFF DEVELOPMENT

- Continuing Education Training Courses: \$2,000 (May and July) (\$1,000 registration per staff x 3)

Total: \$3,000

PROMO ITEMS

- Sports Amenities: \$1,200 (April: \$600 and Sept: \$600)

Total: \$1,200

DUES AND SUBSCRIPTIONS

- Sports ETA Membership: \$1,195 (Dec)

Total: \$1,195

PLATFORM FEES

- Playeasy Digital Platform: \$5,000 (March)

Total: \$5,000

TOURISM DEVELOPMENT

2024 ACTIONS

WEBSITE

Website navigation, layout, and user experience is being revamped through updated design and thoughtful content management to keep the vast amount of curated information and resources on the site relevant and accessible to users.

PROMOTE THE DESTINATION

Promote increased leisure travel through development of a cohesive year-long campaign targeting wine aficionados, foodies, golfers, outdoor adventurers, multi-generational families and STEM enthusiasts. The campaigns will be geographically focused on metropolitan areas that are within a 300-mile radius of the Tri-Cities, primarily the Puget Sound and Greater Spokane.

TRAVEL TRADE SHOWS

Target wine enthusiasts at consumer-focused wine and food events such as Taste Washington to increase destination awareness as a world-class wine region.

MATERIALS

Develop compelling marketing materials including, but not limited to, Official Tri-Cities Visitor Guide and wine map. Publications will be available online as many visitors access information digitally, and consumers are increasingly aware of environmental impacts and concerns of public health. Additionally, digital publications may be updated at-will, which benefits the visitor as well as tourism-based businesses and attractions.

ADVERTISE

Digital and social media advertising are the primary marketing tactics, with complementing print and broadcast advertising campaigns. The advertising budget calls for a flexibility in target not only seasonal needs but to reach a targeted audience that is most likely to visit the Tri-Cities.

SOCIAL MEDIA

Organic content on social media is rapidly changing with the shifting landscape of various platforms. To stay relevant and ahead of the curve, strategies and content are continually being developed using tools and insights to ensure audiences are both reached and engaged.

TECHNOLOGY

We will continue to lead the industry in technology and improve visitor experience by investing in programs and platforms:

- TrueOmni Digital Kiosks; touchscreen information centers with itinerary builders.
- SkyNav; virtual 360 tours of community attractions
- Kuula; virtual site inspections for meeting and sports facilities.
- Industry Dashboard; a custom interface designed to provide board members, stakeholders, partners, and employees a comprehensive look at the performance of tourism in our region.
- Sprout Social; comprehensive tool to plan, deploy, and analyze assets on all social media platforms.

TRI-CITIES WINE TOURISM COUNCIL

Visit Tri-Cities is reconvening the Wine Tourism Council to provide a catalyst for leadership, visioning, and collaboration of our tourism and wine partners to elevate the wine and vineyard experiences in our region.

PACKAGES

Work with member hotels to showcase their existing packages to travel media and on the Visit Tri-Cities website.

SEGMENTED CONSUMER NEWSLETTERS

User generated content on the website and social media channels will be supplemented seasonal consumer newsletters targeted to interest groups (outdoor recreation, wine, science) to compel readers to plan leisure travel to the region.

TRI-IDEAS

Visit Tri-Cities will continue to highlight, share and celebrate the diversity of the Tri-Cities that can be experienced through travel and tourism activities.

TOURISM DEVELOPMENT TOTAL:

\$563,157

ADVERTISING

- WTA State Official Visitor Guide: \$7,500 (Jan)
(Remainder Paid by Hotel-Motel Tax)
- Cohesive multi-channel campaign to include a mix of digital and social ads targeting leisure travelers in the geographic markets of the Puget Sound region and Greater Spokane: \$400,000 (\$47,000 Jan/Feb/March, \$165,000 Apr/May/June, \$145,000 July/Aug/Sept, \$43,000 Oct/Nov/Dec)
- Sprout Social Social Media Advertising and Management: \$12,200
- Visit Tri-Cities Visitor Guide Enhancements: \$30,000

Total: \$449,700

TRAVEL

- Tri-Cities Wine Tourism Council: \$1,600 (Mar)
(\$800 per staff member)
- Spokane Golf Show: \$1,600 (Oct) (\$800 per staff x2)
- Continuing Education Courses: \$8,000 (Feb, Mar, May and Jun) (\$2,000 per staff x4)

Total: \$11,200

TRADE SHOWS

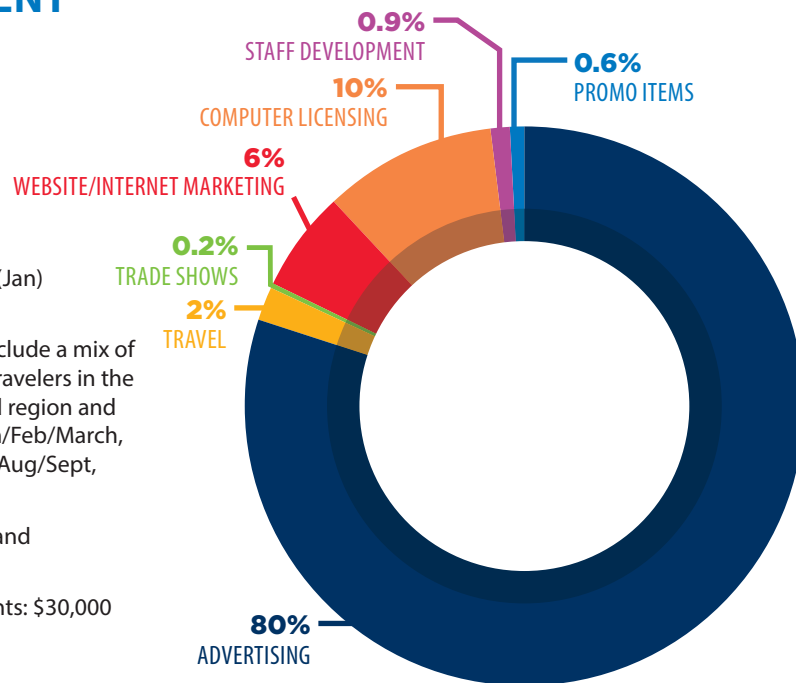
- Taste Washington (Design, registration and marketing campaign paid for by TPA reserve funds)
- Spokane Golf & Travel Show exhibit fees: \$1,300 (Oct)

Total: \$1,300

WEBSITE/INTERNET MARKETING

- Invest in Search Engine Optimization for website:
SEO Package: \$36,000 (\$9,000 a quarter - Jan, Apr, July, Oct)

Total: \$36,000



COMPUTER LICENSING FEE:

- Website Hosting Fee: \$20,400 annually (\$6,250 per quarter - Mar, June, Sept, Dec)
- iDSS: \$13,500 (\$3,375 per quarter - Mar, Jun, Sept, Dec)
- Proposal Path/Blue Buzzard: \$1,560 (\$130 monthly)
- Brandfolder: \$11,550 (May: \$5,775 and Nov: \$5,775)
- Marketing and Creative Platforms: \$5,247 Annually (\$438/monthly)

Total: \$55,657

STAFF DEVELOPMENT

- Continuing Education Training Courses: \$6,000 (Jan, Feb, May and Jun) (\$1,500 registration per staff x4)

Total: \$6,000

PROMO ITEMS

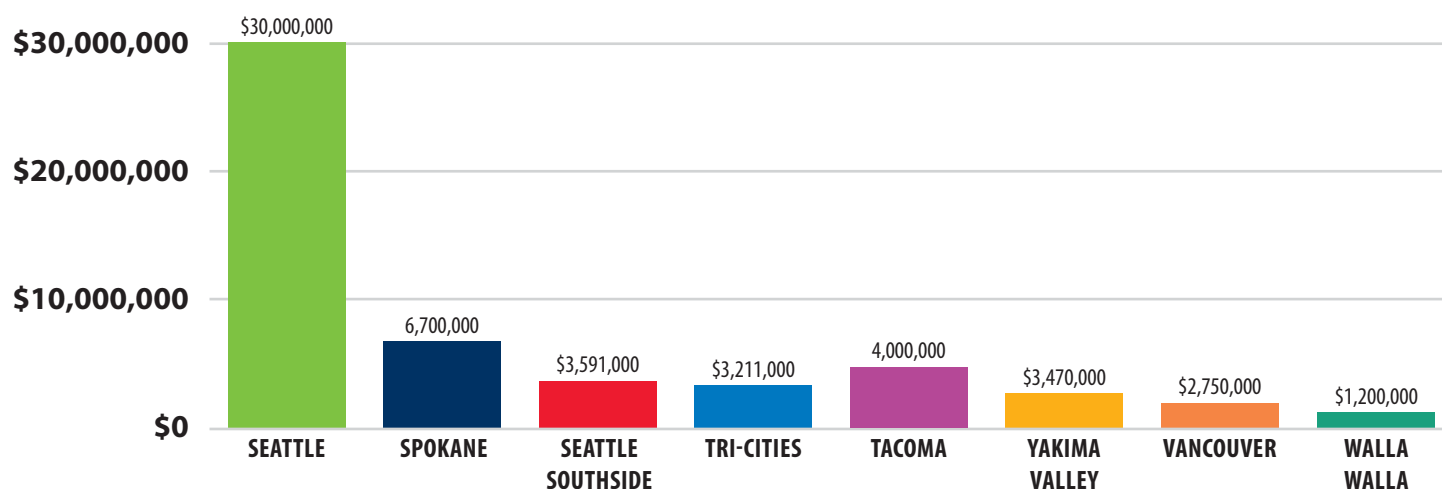
- Registration Bags: \$1,300 (Feb)
- Logo'd Swag: \$2,000 (Apr and Aug)

Total: \$3,300

DESTINATION MARKETING ORGANIZATION (DMO) FUNDING COMPARATIVE

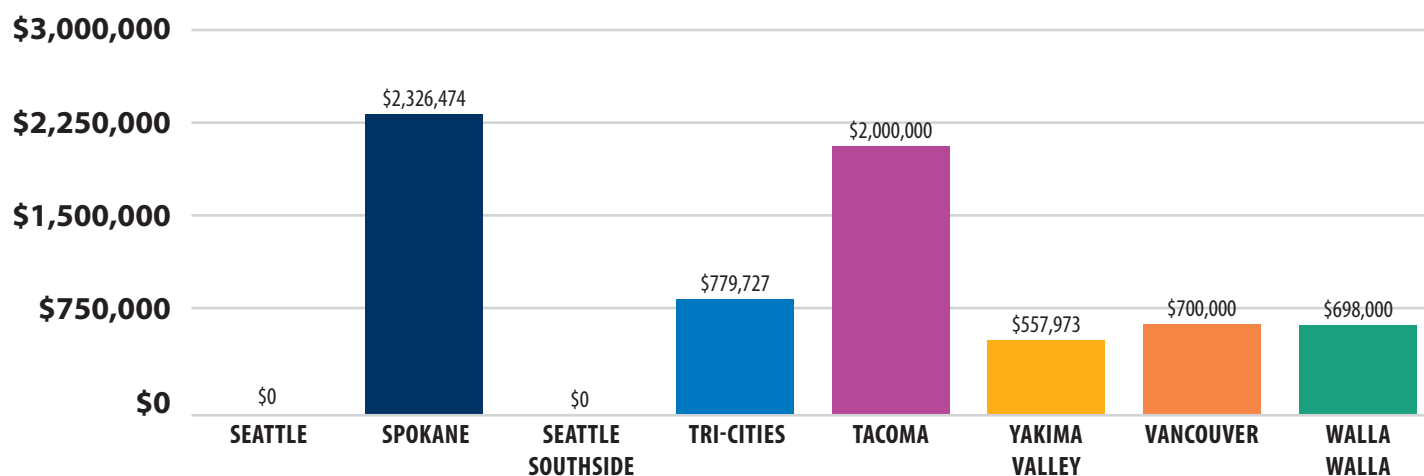
OVERALL BUDGET

The following chart provides historical look at a total budget comparative (including Hotel Motel Tax, Membership Investments and Tourism Promotion Assessment) in key competitive markets.



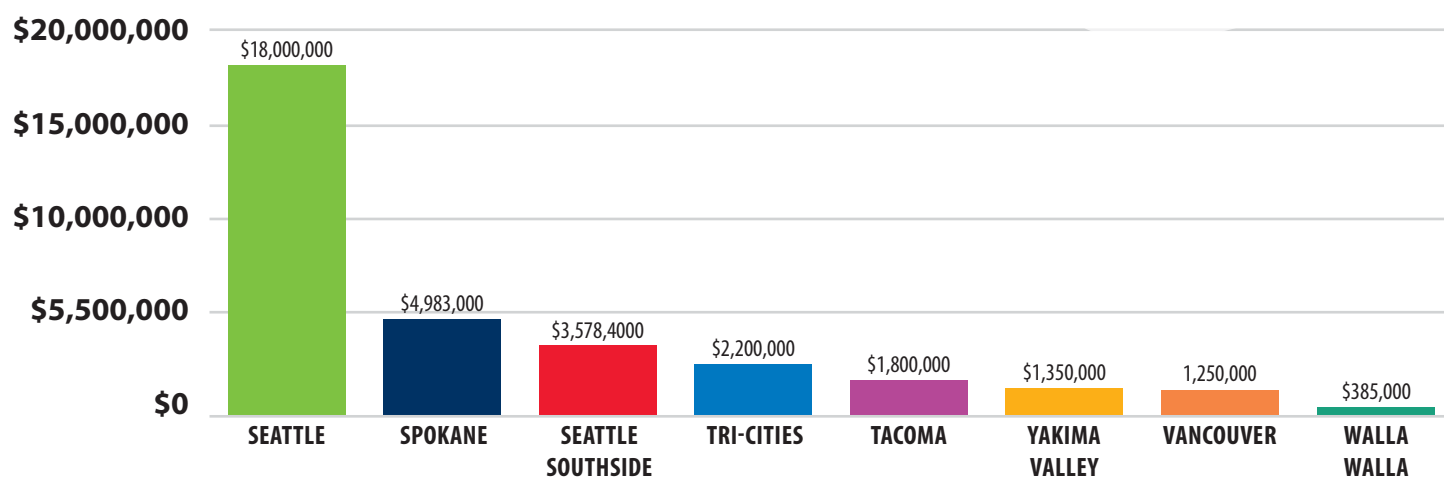
HOTEL-MOTEL TAX INVESTMENTS

The following chart provides historical look at hotel-motel tax investments in key competitive markets.



TPA BUDGET

The following chart provides historical look at a tourism promotion assessments in key competitive markets.



DESTINATION MARKETING ORGANIZATION (DMO) FUNDING COMPARATIVE

The following chart provides historical look at a total budget comparative (including Hotel-Motel Tax, Membership Investments and Tourism Promotion Assessment) in key competitive markets.

COMPETING CITY	DMO BUDGET	NUMBER OF HOTEL ROOMS	\$ SPENT PER ROOM
Visit Seattle	\$30,000,000	15,662	\$1,915
Visit Spokane & Sports Commission	\$6,700,000	5,499	\$1,218
Travel Tacoma	\$4,000,000	7,000	\$571
Seattle Southside Tourism Authority	\$3,591,000	9,394	\$382
Visit Tri-Cities	\$3,211,000	3,670	\$875
Yakima Valley Tourism	\$3,470,000	3,908	\$704
Visit Vancouver USA	\$2,750,000	3,665	\$546
Walla Walla Tourism	\$1,200,000	991	\$1,211

The following chart provides historical look at hotel-motel tax investments in key competitive markets.

COMPETING CITY	HOTEL-MOTEL TAX	NUMBER OF HOTEL ROOMS	\$ SPENT PER ROOM
Visit Spokane & Sports Commission	\$2,326,474	5,499	\$423
Travel Tacoma	\$2,000,000	7,000	\$286
Visit Tri-Cities	\$779,727	3,670	\$212
Visit Vancouver, USA	\$700,000	3,665	\$191
Walla Walla Tourism	\$698,000	991	\$704
Yakima Valley Tourism	\$557,973	3,908	\$143
Visit Seattle	\$0	15,662	\$0
Seattle Southside Travel Authority	\$0	9,394	\$0

The following chart provides historical look at a tourism promotion assessments in key competitive markets.

COMPETING CITY	TPA	NUMBER OF HOTEL ROOMS	\$ SPENT PER ROOM
Visit Seattle	\$18,000,000	15,662	\$1,149
Visit Spokane & Sports Commission	\$4,983,000	5,499	\$906
Seattle Southside Tourism Authority	\$3,578,400	9,394	\$381
Visit Tri-Cities	\$2,200,000	3,670	\$599
Travel Tacoma	\$1,800,000	7,000	\$257
Yakima Valley Tourism	\$1,350,000	3,908	\$345
Visit Vancouver USA	\$1,250,000	3,665	\$341
Walla Walla Tourism	\$385,000	991	\$389

VISIT TRI-CITIES 2024 TPA BUDGET

REVENUE		2023 BUDGET	2023 FORECAST		2024 PROJECTED BUDGET		VARIANCE TO 2023 BUDGET	VARIANCE TO 2023 F/C
	City of Kennewick	\$881,500	\$923,469		\$899,800		18,300	\$(23,669)
	City of Richland	\$738,000	\$753,653		\$728,200		-9,800	\$(25,453)
	City of Pasco	\$430,500	\$587,244		\$572,000		141,500	\$(15,244)
1000	Total Revenues:	\$2,050,000	\$2,264,366		\$2,200,000		150,000	\$(64,366)

EXPENSES		2023 BUDGET	2023 FORECAST		2024 PROJECTED BUDGET		VARIANCE TO 2023 BUDGET	VARIANCE TO 2023 F/C
5010	Salaries	\$744,811.00	\$716,499		\$830,438		\$85,627	\$113,939
5012	401k	\$38,741.00	\$28,833		\$41,650		\$2,909	\$12,817
5015	Health Insurance	\$137,688.00	\$110,601		\$145,452		\$7,764	\$34,851
5030	Payroll Taxes	\$75,157.00	\$75,157		\$86,000		\$10,843	\$10,843
5035	Accounting Services	\$24,747.00	\$24,744		\$25,747		\$1,000	\$1,003
5050	Telephone & Toll free	\$7,000.00	\$6,506		\$7,200		\$200	\$694
5060	Office Expense	\$9,000.00	\$8,358		\$9,000		\$0	\$642
5070	Office Insurance	\$6,000.00	\$6,850		\$7,000		\$1,000	\$150
5080	Postage	\$3,000.00	\$3,179		\$3,500		\$500	\$321
5090	Equipment Upkeep	\$20,000.00	\$16,750		\$20,000		\$0	\$3,250
5092	Visit Mobile	\$3,600.00	\$4,181		\$4,500		\$900	\$319
5095	Capital Expenditures	\$15,000.00	\$ 10,479		\$15,000		\$0	\$ 4,521
5100	Office Rent	\$45,500.00	\$42,893		\$45,000		\$-500	\$2,107
5105	Legal/Professional	\$2,500.00	\$1,150		\$2,500		\$0	\$1,350
5110	Dues & Subscriptions	\$7,200.00	\$7,000		\$12,609		\$5,409	\$ 5,609
5112	Platform Fees	\$61,000.00	\$41,761		\$60,657		\$-343	\$18,896
5115	Computer Licensing Fee	\$37,000.00	\$38,003		\$37,000		\$0	\$(1,003)
5225	Website Maintenance	\$38,000.00	\$36,838		\$38,000		\$0	\$1,162
5230	Training	\$11,000.00	\$8,991		\$13,000		\$2,000	\$4,009
5290	Advertising/Marketing	\$512,056.00	\$ 493,250		\$521,427		\$9,371	\$ 28,177
5300	Promo Items *	\$6,000.00	\$5,000		\$5,800		\$-200	\$800
5310	Bid Fees & Event Support	\$25,000.00	\$25,000		\$58,000		\$33,000	\$33,000
5315	Travel	\$25,000.00	\$17,981		\$48,960		\$23,960	\$30,979
5317	Trade Shows	\$45,000.00	\$39,719		\$51,560		\$6,560	\$11,841
5500	Opportunity Fund	\$120,000.00	\$88,500		\$110,000		\$-10,000	\$21,500
Total Expenses		\$2,050,000	\$1,858,223		\$2,200,000			



7130 W. Grandridge Blvd., Ste. B
Kennewick, WA 99336
(509) 735-8486 | (800) 254-5824
VisitTri-Cities.com

September 28, 2023

Ms. Marie Mosley
City of Kennewick
P.O. Box 6108
Kennewick, WA 99336

Dear Ms. Mosley,

On behalf of the Tri-City Regional Hotel-Motel Commission, we are pleased to present the 2024 Tri-City Regional Hotel-Motel Commission Budget and Marketing Plan and Tourism Promotion Area reserve funds request for approval by the Kennewick City Council.

Each year Visit Tri-Cities prepares a budget and marketing plan for the Tri-City Regional Hotel-Motel Commission, detailing projected revenues and expenses for the programs supported by the funds collected from the Tourism Promotion Assessment (TPA). As outlined in the *Interlocal Cooperation Agreement for Establishment of the Tri-City Regional Tourism Promotion Area*, the Commission's suggested Tri-City Regional Hotel-Motel Commission Budget and Marketing Plan is due to the each of the cities by no later than October 1st of each year. Following that, it needs to be presented to the City Council for approval.

In addition, Visit Tri-Cities with the approval of the Tri-City Regional Hotel-Motel Commission would like to request the transfer of \$225,000 from Tourism Promotion Area Reserve Account to be reinvested in tourism marketing projects.

As a result of careful resource management and conservative budgeting, our TPA reserve account currently has \$767,052 in funds available for reinvestment. These funds are in addition to the minimum reserve requirement of \$500,000. The minimum balance was determined by the City Managers who participate at Commission meetings as Ex-Officios. It is the Commission's position that once the reserve account reaches \$500,000, any additional funds should actively be used to promote the Tri Cities as a destination, creating increased visitor spending in the community. In addition, capital investments and funding for destination development are often included in reserve requests. The projects under consideration this year accomplish these goals and include the restructuring of digital marketing programs and support to secure signature sports events.

The 2024 Budget and Marketing Plan and the reinvestment of \$225,000 of the surplus revenues received the unanimous support of the Commissioners present at the September 21, 2023 commission



meeting. The 2024 Budget and Marketing Plan and a summary of the projects and associated expenditures are attached for your review.

I am very much looking forward to presenting the particulars of the Plan and reserve request projects with the City Council on Tuesday, October 10, 2023. Thank you for your ongoing support of the Tri-City Regional Tourism Promotion Area. It has been an extremely successful regional collaboration that has greatly enhanced Visit Tri-Cities' destination marketing efforts for the Tri-Cities.

Sincerely,

Kevin Lewis
President & CEO

Enclosures

Fall 2023 Proposed TPA Reserve Investments

Restructure of Digital Marketing Programs

\$125,000

Visit Tri-Cities Marketing and Creative Services Team is reworking all of the destination's strategic messaging to streamline the visitor decision making funnel and ensure the visitor's journey results in increased visitation and spending to the Tri-Cities. With the laser focused digital marketing tactics available today, a revamp of the VTC website, visitor guide and marketing collateral are essential to inspire and guide the visitor decision making process. All digital assets will be impacted with the restructuring of marketing communication programs that celebrate our key destination drivers and motivate action.

Support for Signature Sports Events

\$100,000

Visit Tri-Cities has secured the National Horseshow Pitchers Association World Tournament for two years and is continuing to work with signature groups such as IRONMAN. As we host events on a national and international level, additional financial, operational and logistical resources are needed to support event requirements and take advantage of new opportunities for publicity and exposure. These types of events increase our visibility and credibility on a national scale and will open opportunities for the Tri-Cities to be considered for new, large-scale events. This funding will contribute to the overall success of the events and help increase visitation, participant satisfaction, economic impact and community awareness. As we extend our reach to capitalize on these new opportunities, we'll utilize this funding to exceed expectations and ensure ongoing success.

\$225,000

Council Agenda Coversheet	Agenda Item Number: 4.e. Council Date: 10/17/2023	Category:
	Agenda Item Type: General Business Item Subject: 2024 Legislative Priorities Department: City Manager Ord/Reso # Contract # Project # Permit #	
<u>Recommendation</u> Staff recommends that council adopt the 2024 legislative priorities. <u>Motion for Consideration</u> I move to adopt the 2024 legislative priorities. <u>Summary</u> Each year the City Council establishes legislative priorities that are in alignment with our strategic goals. During the workshop on October 10th, the Council reviewed the recommended priorities for the 2024 legislative session. In addition, the Council were able to have a discussion with our legislators from the 8th & 16th districts as well as our lobbyist, Tom McBride. City staff have coordinated with our neighboring jurisdictional partners, professional organizations and the Association of Washington (AWC) to develop these priorities. These priorities provide direction for staff and our lobbyists during the legislative session. Staff will continue to monitor these items as well as any other bills to determine if we should support, oppose or remain neutral based on the City's legislative priorities and strategic goals. Throughout the session, staff will keep the Council updated on the status of these priorities and other bills that are being considered. We will continue to work with our legislators, lobbyists and professional organizations to achieve a positive result in partnership during the upcoming legislative session. <u>Alternatives</u> To modify the legislative priorities. <u>Fiscal Impact</u> None.		
<u>Attachments:</u> 1. White Paper 2. Presentation		

Legislative Priorities

City of Kennewick Government

Overall Strategy

Kennewick supports legislation that is in alignment with the City Council's strategic goals and priorities and protects the City's ability to provide exceptional services to our businesses and citizens. Kennewick believes decisions are most effective when made at the local level and therefore opposes legislation that preempts authority or discretion vested in local governments or would impose unfunded mandates upon the City. Kennewick seeks to work with the legislature to strengthen local partnerships.

The City of Kennewick supports the following:



Transportation & Infrastructure Funding

Funding for critical local infrastructure projects by returning the diverted revenue streams that would fully fund the Public Works Assistance Account. The City further supports flexible state and federal dollars for critical regional public safety infrastructure; continuing strong state investments in infrastructure funding to support operations and maintenance of traditional and non-traditional infrastructure; and expand funding options that support state and local transportation needs with emphasis on preservation and maintenance.

The City of Kennewick and the region have a few critical infrastructure projects that require significant funding in order to maintain existing service levels and continue to prepare for future growth. Examples of these projects are:

- At Grade Crossing Improvements (Rail Traffic)
- Regional Traffic Impacts on US 395 Corridor
- Regional Dispatch Center infrastructure priorities to include replacement of the Microwave System & Radio System for Fire personnel.



Public Safety Priorities

Opposing legislation that places restrictions on local police authority. Kennewick further supports better funding for State Toxicology Lab to provide for timely prosecution of cases; funding for Eastern State Hospital to reduce delays in competency evaluations; Legislation that fixes issues relating to juvenile questioning during criminal investigations; and legislation that clarifies pursuit laws.



Growth Management Act Reform & Land Use

Engagement in GMA reform conversation and secure dedicated planning funding. The City is against preemption of local land use authority.



Economic Development

Economic development incentives and flexible funding. The State does not allow for many incentives or tax increment financing type of funding. The City continues to support flexible, creative solutions to work with our developer partners to encourage growth and create family wage jobs. The City of Kennewick supports new tools, incentives, and changes to mandates to help increase housing supply and affordability. The City supports extension of the Public Facilities District state sales tax credit for an additional 25 years to help fund major public facilities projects.



Revenue Flexibility

Revenue flexibility by maintaining our existing revenue options, providing more flexibility with local revenue options, and refraining from imposing unfunded programs or mandates on local governments. The City supports funding tools for officer recruitment and retention to improve public safety. This includes updating the local option Public Safety Sales Tax to allow implementation by councilmanic authority.



Provide Behavioral Health Resources

The effort by Benton County to fund and build a recovery center in the Tri-Cities. The Center will provide over 550,000 individuals access to a full continuum of behavioral health services. The City supports continued state funding for cities to help communities establish alternative response programs like co-responder programs, diversion programs, and others that provide options beyond law enforcement to assist individuals experiencing behavioral health challenges.



Revise the Arbitrary Property Tax Cap

Revise the arbitrary 1% property tax cap that has been in place for more than 20 years. Tie the tax to inflation and population growth factors with a new cap not to exceed 3%. This allows local elected officials to adjust the local property tax rate to better serve our communities and keep up with the costs of providing basic services like police, fire, streets, and valued community amenities like parks.



General Governmental

Simplification of Public Records exemptions for Police records, providing a more streamlined and consistent process. The City opposes any efforts to expand tort law liability and/or remedies available under tort law. Tort reform for public agencies needs to be addressed and balance restored between protecting harmed individuals with reasonable verdicts and appropriate defense.



Public Safety Priorities

The City of Kennewick supports providing appropriate authority to our law enforcement personnel

The City of Kennewick supports funding for regional law enforcement academies

The City of Kennewick supports legislation that fixes issues relating to juveniles questioning during criminal investigations and clarifies pursuit laws

Infrastructure and Economic Development

The City of Kennewick supports funding for critical local infrastructure projects including returning the diverted revenue streams that would fully fund the Public Works Assistance Account

The City of Kennewick supports flexible state and federal dollars to help finance basic infrastructure

The City of Kennewick supports economic development incentives and flexible funding

The City of Kennewick supports funding for critical regional public safety infrastructure (Microwave & Radio systems)

The City of Kennewick supports new tools, incentives, and changes to mandates to help increase housing supply and affordability

The City of Kennewick supports critical regional transportation projects such as at-grade crossing improvements and impacts on US 395

The City of Kennewick supports Public Facilities District sales tax extension for 25 years to help fund of major facilities projects

Local Decision Making

The City of Kennewick supports engagement in GMA reform conversation and secure dedicated planning funding

The City of Kennewick opposes preemption of local land use authority

The City of Kennewick opposes extended State emergency powers without appropriate input and oversight

The City of Kennewick supports amendments to PFMLA to allow cities the ability to appropriately track uses of this State resource to more effectively coordinate benefits

General Governmental

The City of Kennewick opposes funding a PERS I COLA program with contributions from employers

The City of Kennewick supports legislation to clarify exempt employee status for large employers (> 51 employees), which currently requires employers to pay 2 times the minimum wage to be exempt

The City of Kennewick supports a revision to the property tax cap to tie it to inflation and population growth factors so that the City can adjust the local property tax rate to better serve our community needs and priorities

The City of Kennewick supports simplification of Public Records exemptions for police records

The City of Kennewick opposes any efforts to expand tort law liability and/or the remedies available under tort law

Regional Behavioral Health Recovery & Crisis Response

The City of Kennewick supports the effort by Benton County to fund and build a recovery center in the Tri-Cities. The Center will provide over 550,000 individuals access to a full continuum of behavioral health services

The City of Kennewick supports greater access to community-based behavioral health services to include substance use disorder treatment and state funding to help communities establish alternative response programs



LEGISLATIVE PRIORITIES

—
City of Kennewick

2024

OVERALL STRATEGY

Kennewick supports legislation that is in alignment with the City Council strategic goals and priorities and protects the City's ability to provide exceptional services to our businesses and citizens.

Kennewick believes the decisions are most effective when made at the **local level** and therefore opposes legislation that preempts authority or discretion vested in local governments or would impose unfunded mandates upon the City.

Kennewick seeks to work with the Legislature to **strengthen local partnership** and protect revenue sources, provide new revenue options and provide flexibility in use of existing revenues for the City.





TRANSPORTATION & INFRASTRUCTURE FUNDING:

The City supports funding for **critical local infrastructure** projects by returning the diverted revenue streams that would fully fund the Public Works Assistance Account.

The City further supports flexible state and federal dollars for critical regional **public safety infrastructure**; continuing strong state investments in infrastructure funding to support operations and maintenance of traditional and non-traditional infrastructure; and **expand funding options** that support state and local transportation needs with emphasis on preservation and maintenance.

TRANSPORTATION & INFRASTRUCTURE FUNDING

The City of Kennewick and the region have a few critical infrastructure projects that require significant funding in order to **maintain existing service levels** and continue to **prepare for future growth**.

Examples of these projects are:

- At Grade Crossing Improvements (Rail Traffic)
- Regional Traffic Impacts on US 395 Corridor
- Regional Dispatch Center infrastructure priorities to include replacement of the Microwave System & Radio System for Fire personnel.





PUBLIC SAFETY PRIORITIES

Kennewick supports opposing legislation that places restrictions on local police authority.

Kennewick further supports better funding for the State Toxicology Lab to provide for timely prosecution of cases; funding for Eastern State Hospital to reduce delays in competency evaluations; legislation that fixes issues relating to **juvenile questioning** during criminal investigations; and legislation that **clarifies pursuit laws**.

GROWTH MANAGEMENT ACT (GMA) REFORM & LAND USE

The City supports **engagement in GMA reform conversation** and secure dedicated planning funding. The City is against preemption of local land use authority.





ECONOMIC DEVELOPMENT

The City supports economic development incentives and **flexible funding**.

The City continues to support flexible, creative solutions to work with our developer partners to encourage growth and **create family wage jobs**.

The City of Kennewick supports new tools, incentives, and changes to mandates to help **increase housing supply and affordability**. The City supports extension of the Public Facilities District state sales tax credit for an additional 25 years to help fund major public facilities projects.

REVENUE FLEXIBILITY

The City supports revenue flexibility by maintaining our existing revenue options, **providing more flexibility** with local revenue options, and refraining from imposing unfunded programs or mandates on local governments.

The City supports **funding tools for officer recruitment** and retention to improve public safety. This includes updating the local option Public Safety Sales Tax to allow implementation by councilmanic authority.

PROVIDE BEHAVIOR HEALTH RESOURCES

The City supports the effort by Benton County to fund and build a recovery center in the Tri-Cities. The Center will provide over 550,000 individuals access to a **full continuum of behavioral health services**.

The City supports continued state funding for cities to help communities establish alternative response programs like co-responder programs, diversion programs, and others that provide **options beyond law enforcement** to assist individuals experiencing behavioral health challenges.





REVISE THE ARBITRARY PROPERTY TAX CAP

The City supports **revising the arbitrary 1% property tax cap** that has been in place for more than 20 years. Tie the tax to inflation and population growth factors with a **new cap not to exceed 3%**.

This allows local elected officials to adjust the local property tax rate to better serve our communities and keep up with the costs of providing basic services like police, fire, streets, and valued community amenities like parks

GENERAL GOVERNMENTAL

The City **supports simplification of public records exemptions for police records**, providing a more streamlined and consistent process.

The City **opposes any efforts to expand tort law liability** and/or remedies available under tort law. Tort reform for public agencies needs to be addressed and balance restored between protecting harmed individuals with reasonable verdicts and appropriate defense.





Council Agenda Coversheet	Agenda Item Number: 4.f. Council Date: 10/17/2023	Category: Consent Agenda
	Agenda Item Type: Final Plat Subject: Symphony Ridge Final Plat, SUB-2023-0007 Department: Community Planning Ord/Reso # Contract # Project # Permit # SUB-2023-0007	
<u>Recommendation</u> That City Council authorize the Mayor (or in his absence Mayor Pro Tem) to sign the Final Plat of Symphony Ridge, contingent upon payment of fees and bonding for incomplete sidewalk and landscape work. <u>Motion for Consideration</u> I move to authorize the Mayor (or in his absence the Mayor Pro Tem) to sign the Final Plat of Symphony Ridge, contingent upon payment of fees and bonding for incomplete sidewalk and landscape work. <u>Summary</u> A Final Plat Application for Symphony Ridge was submitted by Rogers Surveying, Inc., c/o David Baalman. The plat consists of 13 lots and two tracts on 11.93 acres. The plat is generally located at 6040 W 28th Place and is zoned Residential, Low (RL) with a 7,500 square foot minimum lot size. The smallest lot is 14,553 square feet, the largest lot is 36,400 square feet and the average lot size is 21,895 square feet. The Preliminary Plat of Symphony Ridge was approved by the Hearing Examiner on November 17, 2022. Staff reviewed the final plat application and found it to be in conformance with all applicable city development regulations. Prior to signing the final plat, the outstanding conditions will be met, in addition to payment of fees and bonding for incomplete sidewalk and landscape work. Following Council approval and plat signatures, the plat can be recorded and lots sold to individual owners. <u>Alternatives</u> No alternatives were reviewed or are recommended as the applicant has met the applicable standards. <u>Fiscal Impact</u> None.		
<u>Attachments:</u> 1. Final Plat		

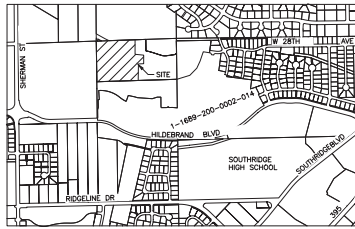
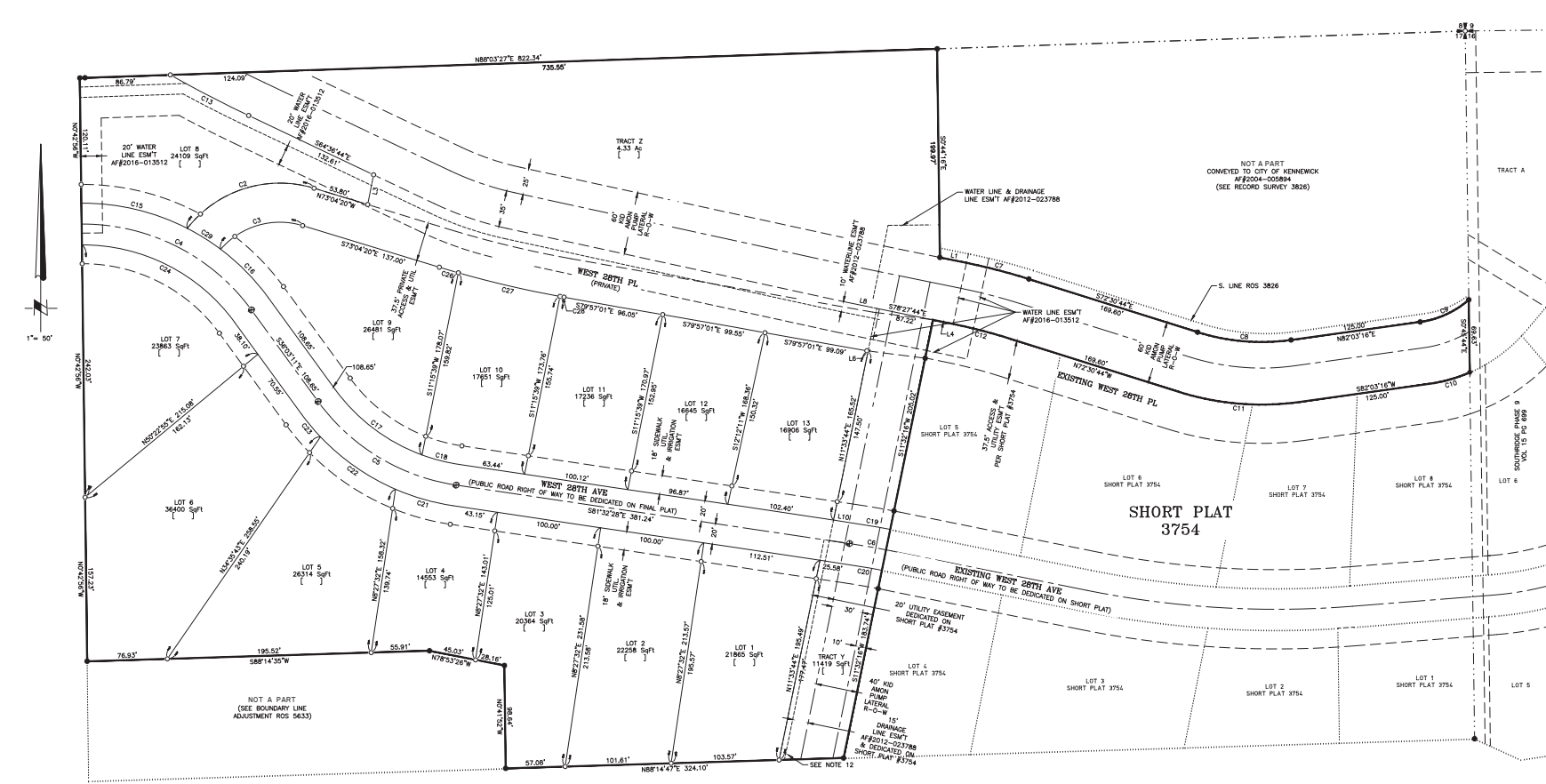
LEGAL DESCRIPTION:

TRACT X OF SHORT PLAT 3754 ACCORDING TO THE SURVEY THEREOF
RECORDED UNDER AUDITOR'S FILE NUMBER 2022-04618, RECORDS OF
BENTON COUNTY, WASHINGTON.

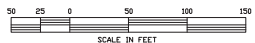
PLAT OF SYMPHONY RIDGE

LOCATED IN THE NORTHEAST 1/4 OF THE NORTHEAST 1/4
OF SECTION 17, TOWNSHIP 8 NORTH, RANGE 29 EAST, W.M.
CITY OF KENNEWICK, BENTON COUNTY, WASHINGTON

ADDRESS TABLE	
LOT 1	6025
LOT 2	6049
LOT 3	6073
LOT 4	6097
LOT 5	6121
LOT 6	6145
LOT 7	6181
LOT 8	6192
LOT 9	6168
LOT 10	6120
LOT 11	6096
LOT 12	6072
LOT 13	6048
TRACT X	
TRACT Y	
TRACT Z	
TRACT C	



VICINITY MAP
NOT TO SCALE



SURVEYOR'S NOTES:

1. BASIS OF BEARING IS GRID, US STATE PLANE NAD 83, 2011, WASHINGTON SOUTH ZONE BASED ON RTK GNSS OBSERVATIONS.
2. ○ = DENOTES SET 5/8"x24" REBAR WITH ORANGE PLASTIC CAP STAMPED "DPB WA 41028"
3. ● = DENOTES FOUND 5/8" REBAR WITH ORANGE PLASTIC CAP STAMPED "DPB WA 41028" PER SHORT PLAT 3754 OR MONUMENT AS NOTED
4. ⊙ = DENOTES SET 3" BRASS CAP IN MONUMENT CASE STAMPED "41028"
5. (M) = MEASURED; (C) = COMPUTED; (R) = RECORD
6. EQUIPMENT AND PROCEDURES: THIS SURVEY WAS PERFORMED WITH MULTI-FREQUENCY GNSS RECEIVERS USING REAL TIME KINEMATIC METHODS.
7. THE SOUTHERLY BOUNDARY OF RECORD SURVEY 3826 DOES NOT CONCOIDE WITH THE NORTHERLY RIGHT OF WAY MARGIN OF THE KENNEWICK IRRIGATION DISTRICT CANAL. THE LEGAL DESCRIPTION CONTAINED IN DEED RECORDED UNDER AUDITOR'S FILE NUMBER 2004-005894 BOUNDS ON THE CANAL RIGHT OF WAY. THE BOUNDARY OF THE SUBJECT PARCEL OF THIS SHORT PLAT IS THEREFORE COMPUTED AS THE NORTHERLY RIGHT OF WAY MARGIN OF THE CANAL.
8. LOT CORNER MONUMENTS ARE SET AT THE BACK OF THE "SIDEWALK, UTILITY AND IRRIGATION" EASEMENT AS SHOWN HEREON TO PREVENT THEIR DESTRUCTION BY FUTURE CONSTRUCTION OF SIDEWALKS.
9. DUE TO THE ABOVE DESCRIBED DISCREPANCY BETWEEN THE SOUTHERLY BOUNDARY OF RECORD SURVEY 3826 AND THE ACTUAL LOCATION OF THE KID CANAL RIGHT OF WAY, A STRICT INTERPRETATION OF THE LEGAL DESCRIPTION FOR THE DRAIN LINE EASEMENT DESCRIBED IN DEED RECORDED UNDER #2012-023788 FALLS INSIDE THE KID EASEMENT RUNNING SOUTHWESTERLY AS THE INTENT OF THE DOCUMENT APPEARS TO BE THAT THE DRAIN EASEMENT BE MARGINAL TO THE KID EASEMENT. THE EASEMENT IS SHOWN AS MARGINAL HEREON. SAID EASEMENT WAS FURTHER DEDICATED ON SHORT PLAT 3754 TO THE CITY OF KENNEWICK TO ENSURE NO IMPROVEMENTS ARE CONSTRUCTED OUTSIDE OF AN EASEMENT.
10. TRACT 2 INCLUDES THAT PORTION OF THE PARENT PARCEL LYING NORTHERLY OF THE KID AMON PUMP LATERAL, THE ENTIRETY OF THE KID AMON PUMP LATERAL WITHIN THE PARENT PARCEL, AND THE KID RIGHT OF WAY AND OTHER EASEMENTS EASTERLY OF LOT 13.
11. ALL MONUMENTS VISITED 9-18-2023.
12. THIS SURVEY CONFORMS TO ACCURACY REQUIREMENTS DESCRIBED IN WAC 332-130-085. ANALYSIS METHOD: MULTIPLE INDEPENDENT RTK GNSS TIES AND LEAST SQUARES ADJUSTMENT.

TRACT OWNERSHIP & USE TABLE:

TRACT	OWNER	USE
TRACT Y	DEVELOPER	FUTURE DEVELOPMENT
TRACT Z	DEVELOPER	FUTURE DEVELOPMENT

SURVEYOR'S CERTIFICATION

I, DAVID P. BALMAN, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF WASHINGTON, (REG. 41028) HEREBY CERTIFY THAT THIS PLAT CORRECTLY REPRESENTS A SURVEY CONDUCTED UNDER MY DIRECT SUPERVISION, THAT THE DISTANCES, COURSES AND ANGLES ARE SHOWN TRUE AND CORRECT THEREON, AND THAT THE MONUMENTS HAVE BEEN SET AND LOT CORNERS STAKED ON THE GROUND AS SHOWN ON THE MAP.



DAVID P. BALMAN

DATE

RSI ROGERS SURVEYING INC., P.S.
1455 COLUMBIA PARK TRAIL
RICHLAND, WA 99352
PHONE (509) 933-4141
FAX (509) 788-8904
www.rogerssurveying.com

8/9/23 DRN BY: DCP 06821-PLAT.DWG

Council Agenda Coversheet 	Agenda Item Number: 5.a. Council Date: 10/17/2023 Agenda Item Type: Ordinance Subject: Ordinance 6034: Comprehensive Plan Amendment CPA-2023-001 from Low Density Residential (LDR) to Commercial (C) Department: Community Planning Ord/Reso # 6034 Contract # Project # Permit # CPA-2023-001	Category: Ordinance/Reso
<u>Recommendation</u> The Planning Commission recommends City Council approve CPA-2023-0001 by adopting Ordinance 6034. <u>Motion for Consideration</u> I move to adopt Ordinance 6034. <u>Summary</u> Knutzen Engineering, on behalf of the property owner, Brian Anderson, has applied to change the Comprehensive Plan land use designation of one parcel totaling 0.5093 acres from Low Density Residential (LDR) to Commercial (C). The property is located at 208 N Kellogg Street. Adjacent properties to the north and east have a land use designation of Commercial (C) and are zoned as either Commercial, Office (CO) or Commercial, Community (CC). Properties to the south and west have a land use designation of Low Density Residential (LDR) and are zoned Residential, Low Density (RL). The Planning Commission held a public hearing to review the Comprehensive Plan Amendment on 18 September 2023. At the hearing, staff presented an overview of the staff report and findings. No written testimony was received either for or against the proposal. However, a neighbor at 201 N Kellogg Street attended the public hearing and testified against the amendment. Concerns relative to traffic and congestion at the intersection of N Kellogg and W Clearwater were expressed. The Planning Commission voted unanimously to recommend approval of CPA-2023-0001 to City Council. <u>Alternatives</u> None recommended. <u>Fiscal Impact</u> None.		
<u>Attachments:</u> 1. Ordinance 2. Staff Report 3. Vicinity Map 4. PC Action Summary 5. Presentation 6. Minutes		

CITY OF KENNEWICK
ORDINANCE NO. 6034

AN ORDINANCE AMENDING THE CITY OF KENNEWICK'S COMPREHENSIVE
PLAN (CPA 2023-0001, Brian Anderson)

WHEREAS, the City of Kennewick, by and through its City Council, and pursuant to the Growth Management Act, directed the Planning Commission of the City of Kennewick to review and update the Comprehensive Plan for the purposes of coordinating all plans and programs relating to the physical and social development of the Kennewick Urban Growth Area and the people therein; and

WHEREAS, the City of Kennewick, in accord with the Growth Management Act and RCW 36.70A.130 and implementing municipal regulations, has directed the Department of Community Planning and the Planning Commission to review and update the plan annually; and

WHEREAS, appropriate public notice has been given and a public hearing held by the Planning Commission on September 18, 2023, concerning the proposed changes, and the same has been reviewed by the Department of Commerce for the review required under RCW 36.70A.106; NOW, THEREFORE:

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

Section 1. The following amendment is made to the City of Kennewick Comprehensive Plan Land Use Map as adopted by Resolution 07-12:

1. CPA 2023-0001 – 0.5093 acres located at 208 N. Kellogg Street (Low Density Residential (LDR) to Commercial (C)).

Section 2. The property is legally described as follows:

Low Density Residential to Commercial

Parcel# 1-0489-202-0000-003:

LOT 3, VIONE ADDITION, ACCORDING TO THE PLAT THEREOF
RECORDED IN VOLUME 5, PAGE 57, RECORDS OF BENTON COUNTY,
WASHINGTON.

TOGETHER WITH THAT PORTION OF GOVERNMENT LOT 4, SECTION
4, TOWNSHIP 8 NORTH, RANGE 29 EAST, W.M., BENTON COUNTY,
WASHINGTON, DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF LOT 3, VIONE
ADDITION;
THENCE SOUTH 00 DEGREES 30'05" WEST ALONG THE EASTERLY
LINE OF SAID LOT 3, 92.32 FEET TO THE SOUTHEAST CORNER OF SAID
LOT 3;
THENCE SOUTH 89 DEGREES 43'45" EAST 50.00 FEET;
THENCE NORTH 00 DEGREES 30'05" EAST 92.32 FEET;
THENCE NORTH 89 DEGREES 43'45" WEST 50.00 FEET TO THE POINT
OF BEGINNING.

Section 3. This ordinance shall be in full force and effect five days from and after its passage,
approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, this
17th day of October, 2023, and signed in authentication of its passage this 17th day of October,
2023.

Attest:

W.D. MCKAY, Mayor

ORDINANCE NO. 6034 filed and recorded
in the office of the City Clerk of the City of
Kennewick Washington, this 18th day of
October, 2023

KRYSTAL TOWNSEND, Deputy City Clerk

Approved as to Form:

LISA BEATON, City Attorney

KRYSTAL TOWNSEND, Deputy City Clerk

DATE OF PUBLICATION _____



Community Planning Department

210 West 6th Avenue

Kennewick, WA 99336

Phone: (509) 585-4280

cedinfo@ci.kennewick.wa.us

Comprehensive Plan Amendment 2023-0001

REQUEST: Change 0.5093-acres from Low Density Residential (LDR) to Commercial (C)

APPLICANT: Knutzen Engineering

OWNER: Brian Anderson



Not to scale

SITE INFORMATION

- **Size:** 0.5093 acres
- **Location:** 208 N Kellogg Street
- **Topography:** Flat
- **Existing Comprehensive Plan Designation:** Low Density Residential (LDR)
- **Existing Zoning:** Residential, Low Density (RL)
- **Existing Land Use:** Single Family Home and Office

EXHIBITS

- **Exhibit A-1:** Aerial Map
- **Exhibit A-2:** Land Use Map
- **Exhibit A-3:** Application
- **Exhibit A-4:** Environmental Determination
- **Exhibit A-5:** Notice of Public Hearing
- **Exhibit A-6:** WA Geological Survey Email
- **Exhibit A-7:** Ecology Comment Letter
- **Exhibit A-8:** Public Comment

APPLICATION PROCESS

- Application Submitted 21 March 2023
- Application routed for comments 22 June 2023
- Determination of Non-Significance was issued on 11 July 2023
- Appeal Period for the DNS ended 25 July 2023
- A property posting sign notifying the public of a public hearing on this request was posted on the site on 31 August 2023
- Notice of Hearing published 3 September 2023
- Notice of Hearing mailed 31 August 2023

SURROUNDING COMPREHENSIVE PLAN, ZONING AND LAND USES

North	Comprehensive Plan – Commercial Zoning – Commercial, Office (CO) Existing Land Uses – Office
South	Comprehensive Plan – Low Density Residential Zoning – Residential, Low Density (RL) Existing Land Uses – Single Family Residential
East	Comprehensive Plan – Commercial Zoning – Commercial, Community (CC) Existing Land Uses – Office / Commercial Retail
West	Comprehensive Plan – Low Density Residential Zoning – Residential, Low Density (RL) Existing Land Uses – Single Family Residential

REGULATORY CONTROLS

- City of Kennewick Comprehensive Plan
- Kennewick Municipal Code Title 4
- Kennewick Municipal Code Title 18

DESCRIPTION OF REQUEST

The applicant requests to change 0.5093 acres from Low Density Residential to Commercial.

COMPLIANCE WITH TITLE 4 (ADMINISTRATIVE PROCEDURES)

KMC 4.12.110(7): Approval Criteria. The City may approve Comprehensive Plan Amendments and area-wide zone map amendments if it finds that the request meets one or more of the following:

1. The proposed amendment bears a substantial relationship to the public health, safety, welfare, and protection of the environment;
The proposed amendment will not allow the property to be rezoned to a zoning district that will permit uses which may have the potential to negatively impact the public health, safety, welfare and protection of the environment.
2. The proposed amendment is consistent with the requirements of Chapter 36.70A RCW and with the portion of the City's adopted comprehensive plan not affected by the amendment;
This amendment is consistent with the requirements of Chapter 36.70A RCW and with the portion of the City's adopted comprehensive plan not affected by the amendment.
3. The proposed amendment corrects an obvious mapping error; or
This request does not correct a mapping error.

4. The proposed amendment addresses an identified deficiency in the Comprehensive Plan.
Table 2: Land Use Inventory of the Comprehensive Plan identifies a small surplus in lands designated as Commercial within the City, while a larger surplus of land is designated as Low Density Residential (1,387 acres). That said, 0.5093 acres will have a negligible impact on lands designated as either Commercial or Low Density Residential.

KMC 4.12.110(8): Additional Factors. The City must also consider the following factors prior to approving Comprehensive Plan Amendments:

1. The effect upon the physical environment;
The effect upon the physical environment should be minimal as the property is already developed with a single-family dwelling with a detached accessory structure used as an office. Commercial land uses exist to the north and east of the subject property, while property zoned Residential, Low Density (RL) is to the south and west. The Applicant's proposal will help buffer the existing residential neighborhoods from the commercial development along W Clearwater Avenue by maintaining a residential appearance but with a low-intensity, office land use.
2. The effect on open space and natural features including, but not limited to topography, streams, rivers, and lakes;
The subject property is already developed. There will be no impact to either open space or natural features as a result of the change in land use designation.
3. The compatibility with and impact on adjacent land uses and surrounding neighborhoods;
The proposal is consistent with existing land use patterns surrounding the property, which includes residential homes converted to offices and zoned Commercial, Office (CO) to the north. Higher-intensity commercial development exists to the east. As indicated above, the property is already developed and an office currently exists in the accessory structure to the rear of the property.
4. The adequacy of, and impact on community facilities, including utilities, roads, public transportation, parks, recreation, and schools;
As indicated above, the property is already developed, with established utilities and street improvements provided. Neither the Public Works nor the Fire Departments have commented on the proposed application. Both will have an opportunity to comment and require upgrades with any future development proposal.
5. The quantity and location of land planned for the proposed land use type and density and the demand for such land;
Comprehensive Plan Table 2: Land Use Inventory identifies a surplus of roughly 91.5-acres of land designated as Commercial within the City. Conversely, there is a surplus of 1,387-acres of land designated as Low Density Residential. The transfer of 0.5093-acres from Low Density Residential to Commercial will not substantially effect either inventory. Land to the immediate north and east of the subject property is designated as Commercial.
6. The current and projected project density in the area; and
The subject property is currently zoned RL and developed with an existing single-family dwelling with detached accessory structure, currently used as an office. The proposed Commercial designation allows an office use that the current zoning does not currently permit. Commercial zones do not allow residential development except when incorporated into a mixed-use development. No change in density is anticipated as a result of the applicant's proposal.
7. The effect, if any upon other aspects of the Comprehensive Plan.
The proposed change will not affect any other aspects of the Comprehensive Plan.

PUBLIC COMMENT

Staff received an early inquiry into the proposed Comprehensive Plan Amendment (Exhibit A-7), but no formal public comment either for or against the proposed amendment to date.

AGENCY COMMENTS

In a letter dated 5 July 2023, the Washington Department of Ecology indicated the subject property is located in an area that once held an historic orchard. Ground contamination from pesticides containing arsenic may be present. Soil testing is not required for existing buildings.

ANALYSIS OF REQUEST

The proposal is to change the land use designation of 0.5093-acres from Low Density Residential to Commercial. It is the applicant's intent to bring an existing office located within a detached accessory structure into zoning compliance, as well as potentially convert the existing single-family dwelling to additional office space in the future.

Though the Comprehensive Plan identifies a surplus of land designated as both Commercial and Low Density Residential, a change of roughly half an acre is not significant to either inventory. Moreover, the parcels to the north of the subject property are former single-family homes now converted to office space, currently an accounting firm and insurance agency. The applicant's request is consistent with the current development pattern in the neighborhood.

The proposed amendment will bring a nonconforming use into zoning compliance and allow for the future conversion of a single-family home into additional office space. Goal 2 (Section 2: Commercial Land Use) of the Comprehensive Plan is to sustain and enhance viable commercial areas. Additionally, Goal 3 (Section 2: Commercial Land Use) is to create a balanced system of commercial facilities reflecting neighborhood, community, and regional needs. Policy 2 of this Goal is to enhance compatibility with adjacent residential neighborhoods. The conversion of a residential home into an office will help buffer the residential neighborhood to the south from the commercial development along W Clearwater Ave.

Overall, the applicant's proposal is congruous with existing development patterns in the area. Future development is required to meet city regulations relative to zoning, traffic, landscaping, and lighting, and, if applicable, must be consistent with the Commercial Design Standards.

FINDINGS

1. The applicant is Knutzen Engineering, 5401 Ridgeline Drive #160, Kennewick, WA 99338.
2. The owner is Brian Anderson, 5861 W Clearwater Ave, Kennewick, WA 99336.
3. The request is to change the land use designation from Low Density Residential (LDR) to Commercial (C).
4. The application was received on 21 March 2023 and was routed for review to various City departments and other local, state and federal agencies for comment on 22 June 2023.
5. The site is currently served by municipal water and sewer.
6. Access to the site is currently provided from N Kellogg Street.
7. The proposed amendment is adjacent to Commercial and Low Density Residential designated lands.

8. A Determination of Non-Significance was issued on 11 July 2023 for this application. The appeal period for the determination ended on 25 July 2023.
9. A public hearing notification sign was posted on site 31 August 2023.
10. Notice of the public hearing for this application was published in the Tri-City Herald on 3 September 2023. Notices were also mailed to property owners within 300 feet of the site on 31 August 2023.
11. The proposed amendment bears a relationship to the public health, safety, welfare and protection of the environment in that it will not allow the property to be rezoned to a zoning district that will permit uses which may have the potential to negatively impact the public health, safety, welfare and protection of the environment.
12. This proposed amendment is consistent with the requirements of Chapter 36.70A RCW and with the portion of the City's adopted comprehensive plan not affected by the amendment.
13. The proposed amendment does not correct an obvious mapping error.
14. This request will not address an identified deficiency in the Comprehensive Plan.

CONCLUSIONS

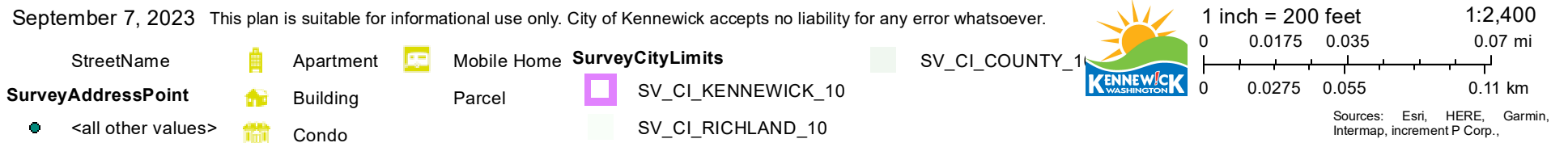
1. Pursuant to Chapter 4.08 of the Kennewick Municipal Code, the lead agency has determined that the proposed amendment does not have a probable significant adverse impact on the environment.
2. The proposed amendment will change the land use designation for the subject parcel from Low Density Residential (LDR) to Commercial (C).
3. The proposed amendment is consistent with the City of Kennewick Comprehensive Plan and will have minimal impact on other aspects of the plan.
4. The proposed amendment will allow the property to be rezoned and used for office use.
5. Access to the site will remain via N Kellogg Street.

Recommendation

Staff recommends the Planning Commission concur with the findings and conclusions contained within staff report CPA-2023-0001 and recommend approval of the amendment to City Council.

Motion

I move that the Planning Commission concur with the findings and conclusions contained within staff report CPA-2023-0001 and recommend approval of the amendment to City Council.





1. What are the reasons for the requested amendment?

The easterly building on the property is currently used as an office and shares parking with parcel 104892013358002 located at 5861 W Clearwater Ave. This comprehensive plan amendment would bring the easterly building into compliance with the current use and would allow the owner to convert the existing single family residence into additional office at a future date.

2. Which elements of the comprehensive plan will be affected?

- Housing
- Land Use

3. Please explain how the affected elements will be impacted if the proposal is approved. Include detailed information on utilities and their associated plans as well as the effect on emergency services, parks, schools, etc.

This proposal would convert low density residential property to commercial property. While the Comprehensive Plan indicates an anticipated surplus of 91 acres of commercial property, there have been significant conversions of commercial property to residential in recent years. The Comprehensive Plan outlines the projected housing needs, indicating that there is an anticipated surplus of 1,387 acres of low density. Converting this low density residential property to commercial will not adversely affect the projected housing needs as there is currently a significant surplus. Usage of utilities such as water, sewer and power will increase slightly due to the conversion to commercial property, however it will not be significant enough of an impact to warrant improvements to existing utility mains. The property will require services such as fire, police, parks and schools but will not differ significantly from what is required from the currently designated low density residential property.

4. Please explain how the proposed amendment will implement the comprehensive plan and be in the best interest of Kennewick referencing appropriate goals and policies contained in the plan.

The proposed amendment implements Commercial goals 2 and 3, Urban Design goal 5, and Economic Development goals 3 and 6. The proposed amendment would allow the existing office and single-family residence to be used as additional office space, sustaining viable commercial areas and enhancing compatibility with the adjacent residential neighborhood with additional landscaping and screening. The amendment would provide linkage with the nearby commercial uses, strengthening this commercial area. This proposal would encourage redevelopment where necessary and ensure sufficient land is available for office spaces.

5. Please explain any other substantiated information in support of the proposed amendment.

The proposed amendment is in conformance with the existing land uses in the area. There are commercial properties to the immediate north and east and the property would be connected to these existing commercial uses (currently shares parking). There is a large surplus of low density residential properties in Kennewick which will fulfill the demand for single-family residences in the area for many years to come.



DETERMINATION OF NON-SIGNIFICANCE

FILE/PROJECT NUMBER: ED-2023-0007

DESCRIPTION OF PROPOSAL: Comprehensive Plan Amendment and future Change of Zone to change the Land Use Designation of 0.5093 acres from Low Density Residential to Commercial.

PROPONENT: Knutzen Engineering

LOCATION OF PROPOSAL, INCLUDING STREET ADDRESS, IF ANY: 208 N Kellogg Street

LEAD AGENCY: City of Kennewick

DETERMINATION: The City of Kennewick has determined that this proposal does not have a probable significant adverse impact on the environment. An Environmental Impact Statement (EIS) will not be required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the City. This information is available to the public on request. Application for other required permits may require further review under SEPA procedures.

- ☒ There is no comment period for this DNS.
- ☐ This DNS is issued after using the optional DNS process in WAC 197-11-355. There is no further comment period on the DNS.
- ☐ This DNS is issued under 197-11-340(2); the City will not act on this proposal for fifteen days from the date below. Comments must be submitted by ___. After the review period has elapsed, all comments received will be evaluated and the DNS will be retained, modified, or withdrawn as required by SEPA regulations.

RESPONSIBLE OFFICIAL: Anthony Muai, AICP

POSITION/TITLE: Community Planning Director

ADDRESS: 210 W 6th Ave., P.O. Box 6108, Kennewick, WA 99336

PHONE: (509) 585-4361

- ☐ Changes, modifications and /or additions to the checklist have been made on the attached Environmental Checklist Review.

This DNS is subject to the attached conditions:

- ☒ No conditions.
- ☐ See attached condition(s).

Date: 11 July 2023

Signature: _____

Appeal: An appeal of this determination must be submitted to the Community Planning Department within fourteen (14) calendar days after the date issued. This appeal must be written and make specific factual objections to the City's threshold determination. Appeals shall be conducted in conformance with Section 4.12.090(9) of the Kennewick Municipal Code and the required fees pursuant to the City's adopted Fee Schedule shall be paid at time of appeal submittal.

Copies of this DNS were emailed to Benton Clean Air Authority, Confederated Tribes of Umatilla Indian Reservation, Department of Ecology SEPA Register, Department of Fish & Wildlife, Department of Natural Resources, Washington State Department of Transportation.

KENNEWICK PLANNING COMMISSION**NOTICE OF PUBLIC HEARING**

September 18, 2023 6:30 p.m.

The Kennewick Planning Commission will hold a Public Hearing on Monday, September 18, 2023, at City Hall Council Chambers, 210 West 6th Avenue, at 6:30 p.m. or as soon as possible thereafter, to receive public comment on a proposed Comprehensive Plan Amendment. Staff will be presenting their analysis and the Planning Commission will make a recommendation to the City Council on the item. The public hearing will be conducted in a hybrid setting which will allow interested parties to participate in person or virtually. To participate virtually in the hearing, use the link found at <https://www.go2kennewick.com/598/Planning-Commission>.

Project# CPA-2023-0001 –Comprehensive Plan Amendment to change the land use designation of 0.5093 acres from Low Density Residential (LDR) to Commercial (C). The proposal is located at 208 N Kellogg Street. *See map on back.*

Submit written comments to Matt Halitsky at matt.halitsky@ci.kennewick.wa.us or mail to PO Box 6108, Kennewick, WA 99336. For questions about this project, please call Matt Halitsky (509) 585-4416

The City of Kennewick welcomes full participation in public meetings by all citizens. No qualified individual with a disability shall be excluded or denied the benefit of participating in such meetings. If you wish to use auxiliary aids or require assistance to comment at this public meeting, please contact Matt Halitsky at (509) 585-4416 or the Washington Relay Service Center TTY at #711 at least ten days prior to the date of the meeting to make arrangements for special needs.





NOTIFICATION OF MAILING

I, Matt Halitsky, on 31 August, 2023

Mailed 27 copies of Notice of Public Hearing

for CPA-2023-0001

to property owners within 300-feet of subject property

as shown on the attached list.

Signature



37
5861 W CLEARWATER AVE LLC N/A
5861 W CLEARWATER AVE
KENNEWICK, WA 99336

37
CIRCLE K STORES INC N/A
PO BOX 52085
PHOENIX, AZ 85072

37
JARED FIELDING
116 VISTA WAY
KENNEWICK, WA 99336

37
RAYMOND E & LOMA J BRADSHAW
201 N KELLOGG ST
KENNEWICK, WA 99337-1836

37
RONALD D SMOOT
219 N KELLOGG ST
KENNEWICK, WA 99336-1836

37
CLEARWATER KELLOGG BUILDING LLC
1915 SHERIDAN PL
RICHLAND, WA 99352

37
TROY EDWARD HANSEN
9650 HILLTOP RD
BELLEVUE, WA 98004

37
A CAROLYN SVATONSKY
2521 W ENTIAT AVE
KENNEWICK, WA 99336-3077

37
ELMER E & JUNE A ROOT
5717 W CLEARWATER AVE
KENNEWICK, WA 99336

37
BRADLEY W & LOU ANN JOHNSON
200 N KELLOGG ST
KENNEWICK, WA 99336-1835

37
S L VENTURES PARTNERSHIP N/A
5917 W CLEARWATER AVE
KENNEWICK, WA 99336-1847

37
CLAY R PHILLIPS
209 N KELLOGG ST
KENNEWICK, WA 99336

37
ALEXANDER S & BRANDY L RICHINS &
SCHNEIDER
114 N KELLOGG ST
KENNEWICK, WA 99336

37
EFRAIN FARIAS
119 N KELLOGG ST
KENNEWICK, WA 99336-1838

37
CHARLES D & SHEILA M KIRK
106 N KELLOGG ST
KENNEWICK, WA 99336-1837

37
JAMES T SICHLER
4971 MT ADAMS VIEW DR
WEST RICHLAND, WA 99353

37
JAN & BOZENA M GIZKA
2012 S SHEPPARD ST
KENNEWICK, WA 99338

37
JERRY L & CARA J STEVENSON
103 N KELLOGG ST
KENNEWICK, WA 99336-1838

37
SUMIRA LLC N/A
23806 S 823 PR SE
KENNEWICK, WA 99338

37
GERALD K & PATRICIA L JOHNSON
6004 W YELLOWSTONE AVE
KENNEWICK, WA 99336-1218

37
KEI APARTMENTS FUND 10 LLC N/A
PO BOX 270518
SAN DIEGO, CA 27051

37
KORSVIK HOLDING LLC N/A
11710 COTTONWOOD DR
KENNEWICK, WA 99338

37
CHARLES D KIRK
106 N KELLOGG ST
KENNEWICK, WA 99336-1837

37
MICHAEL A & SANDRA K MELIA
111 N KELLOGG ST
KENNEWICK, WA 99336

37
CHARLES R & ROXANNE R
TAMBURELLO
202 NORTH LINCOLN STREET
KENNEWICK, WA 99336

37
KENNETH & ERICA WATERS
118 N LINCOLN ST
KENNEWICK, WA 99336

37
GORDON M WILLIAMS
110 N LINCOLN ST
KENNEWICK, WA 99336-1823

From: [Sears, Tricia \(DNR\)](#)
To: [Matt Halitsky](#)
Cc: [Sears, Tricia \(DNR\)](#); [Davenport, Steve \(COM\)](#)
Subject: Kennewick's Comprehensive Plan update: WGS comments
Date: Wednesday, June 28, 2023 12:14:23 PM

6/28/23

Hello Matt,

In keeping with the interagency correspondence principles, I am providing you with draft comments on Kennewick's Critical Areas Comprehensive Plan update (Commerce ID# 2023-S-6188).

I looked at the entire proposal and focused on areas related to WGS work.

-

There are no changes related to mineral resource lands. There are no changes to geologically hazardous areas in the text.

If you have not checked our interactive database, the WGS Geologic Information Portal, lately, you may wish to do so. [Geologic Information Portal | WA - DNR](#)

If you have not checked out our Geologic Planning page, you may wish to do so. [Geologic Planning | WA - DNR](#)

Thank you for considering our comments. If you have any questions or need additional information, please contact me. For your convenience, if there are no concerns or follow-up discussion, you may consider these comments to be final as of the 60-day comment deadline of 8/120/23.

Cheerio,
Tricia

Tricia R. Sears (she/her/hers)

Geologic Planning Liaison

Washington Geological Survey (WGS)

Washington Department of Natural Resources (DNR)

Cell: 360-628-2867 | Email: tricia.sears@dnr.wa.gov



STATE OF WASHINGTON
DEPARTMENT OF ECOLOGY

Central Region Office
1250 West Alder St., Union Gap, WA 98903-0009 • 509-575-2490

July 5, 2023

Matt Halitsky
Kennewick Development Services
PO Box 6108
Kennewick, WA 99336

RE: 202303050; ED-2023-0007

Dear Matt Halitsky:

Thank you for the opportunity to comment on the Pre-Threshold Consultation for the Kellogg Street Comprehensive Plan Amendment. We have reviewed the environmental checklist and have the following comment.

Toxics Cleanup

Historical aerial photos indicate sections of your project was occupied by orchard during the period when lead arsenate was applied as a pesticide, often resulting in shallow soil contamination from lead and/or arsenic.

Ecology doesn't require soil sampling for existing buildings; however, there is a high likelihood that sections of this project have soil with elevated concentrations of lead and arsenic. Additional information, including precautions you can take to reduce exposure, is available at <https://ecology.wa.gov/dirtalert>.

Ecology can provide free initial sampling as well as free technical assistance if needed.

Please contact Hector Casique, Project Manager, at 509-208-1288 or email hector.casique@ecy.wa.gov, for if you would like further information.

Sincerely,

A handwritten signature in cursive script that reads "Joy Espinoza".

Joy Espinoza
SEPA Coordinator
Central Regional Office
509-379-3967
crosepacoordinator@ecy.wa.gov

From: [Christine Lyckman](#)
To: [Matt Halitsky](#)
Subject: 208 N Kellogg Land Use Change
Date: Tuesday, June 27, 2023 2:14:03 PM

Hi,

We own the property to the north of 208 N Kellogg, 5917 W Clearwater. Could you advise what the commercial use would be? We have a lot of concerns about the possible additional traffic on Kellogg. It's already a difficult situation with the school buses.

Thank you.

Smith Lyckman and Co. CPAs PLLC/ SL Ventures
5917 W Clearwater Ave
Kennewick, WA 99336
509.783.6360
Office Hours:
M-Th 9:30-12 and 1-4:30
And by Appointment



CPA-2023-0001

COMMERCIAL	LOW DENSITY RESIDENTIAL	OPEN SPACE
HIGH DENSITY RESIDENTIAL	MEDIUM DENSITY RESIDENTIAL	PUBLIC FACILITY
INDUSTRIAL	MIXED	



Planning Commission Action Summary

CPA-2023-0001 (LDR to C)

The Kennewick Planning Commission conducted a hybrid in-person/virtual public hearing on 18 September 2023. All interested parties were notified to come before the Commission and be heard. After reviewing the staff report and all oral and written facts and opinions, Commissioner Gregory moved that the Planning Commission concur with the findings and conclusions contained within staff report CPA-2023-0001 and recommend to City Council approval of the proposed Comprehensive Plan Amendment.

FINDINGS

1. The applicant is Knutzen Engineering, 5401 Ridgeline Drive #160, Kennewick, WA 99338.
2. The owner is Brian Anderson, 5861 W Clearwater Ave, Kennewick, WA 99336.
3. The request is to change the land use designation from Low Density Residential (LDR) to Commercial (C).
4. The application was received on 21 March 2023 and was routed for review to various City departments and other local, state and federal agencies for comment on 22 June 2023.
5. The site is currently served by municipal water and sewer.
6. Access to the site is currently provided from N Kellogg Street.
7. The proposed amendment is adjacent to Commercial and Low Density Residential designated lands.
8. A Determination of Non-Significance was issued on 11 July 2023 for this application. The appeal period for the determination ended on 25 July 2023.
9. A public hearing notification sign was posted on site 31 August 2023.
10. Notice of the public hearing for this application was published in the Tri-City Herald on 3 September 2023. Notices were also mailed to property owners within 300 feet of the site on 31 August 2023.
11. The proposed amendment bears a relationship to the public health, safety, welfare and protection of the environment in that it will not allow the property to be rezoned to a zoning district that will permit uses which may have the potential to negatively impact the public health, safety, welfare and protection of the environment.
12. This proposed amendment is consistent with the requirements of Chapter 36.70A RCW and with the portion of the City's adopted comprehensive plan not affected by the amendment.
13. The proposed amendment does not correct an obvious mapping error.
14. This request will not address an identified deficiency in the Comprehensive Plan.

CONCLUSIONS

1. Pursuant to Chapter 4.08 of the Kennewick Municipal Code, the lead agency has determined that the proposed amendment does not have a probable significant adverse impact on the environment.
2. The proposed amendment will change the land use designation for the subject parcel from Low Density Residential (LDR) to Commercial (C).
3. The proposed amendment is consistent with the City of Kennewick Comprehensive Plan and will have minimal impact on other aspects of the plan.
4. The proposed amendment will allow the property to be rezoned and used for office use.
5. Access to the site will remain via N Kellogg Street.

The motion was seconded by Commission Franklin. The motion passed unanimously, with Commissioners Franklin, Gregory, Hempstead, Short, and Chair Morris all in favor.

2023 Comprehensive Plan Amendment Review

City Council Meeting
October 17, 2023

Approval Criteria

KMC 4.12.110 (7) : Approval Criteria. The City may approve Comprehensive Plan Amendments and area-wide zone map amendments if it finds that:

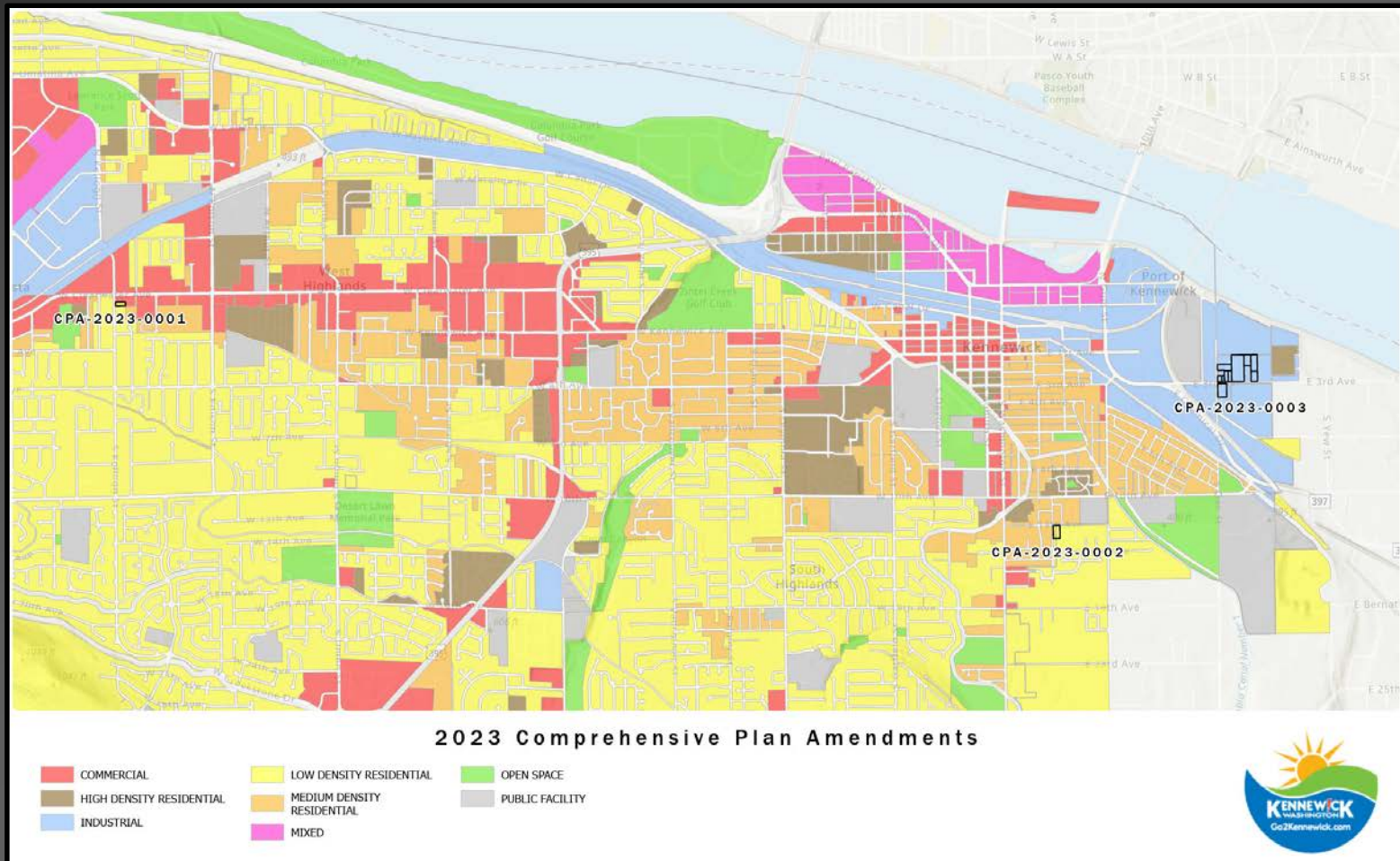
- (a) The proposed amendment bears a substantial relationship to the public health, safety, welfare, and protection of the environment;
- (b) The proposed amendment is consistent with the requirements of Chapter 36.70A RCW and with the portion of the City's adopted Comprehensive Plan not affected by the amendment;
- (c) The proposed amendment corrects an obvious mapping error; or
- (d) The proposed amendment addresses an identified deficiency in the Comprehensive Plan.
- (e) A rezone shall be treated as an area-wide map amendment when:
 - i. It is initiated by the City and a significant class of property is similarly affected by the proposed rezone; and
 - ii. It is either:
 - A. Based upon an adopted or ongoing comprehensive planning process or undertaken to ensure compliance with or to implement the provisions of the Growth Management Act; or
 - B. Part of the process that includes amending text for this title where such amendments will have a significant impact on a large area of the City.

Additional Factors

KMC 4.12.110 (8) : Additional Factors. The City must also consider the following factors prior to approving Comprehensive Plan Amendments:

- a) The effect upon the physical environment;
- b) The effect on open space and natural features including, but not limited to, topography, streams, rivers, and lakes;
- c) The compatibility with and impact on adjacent land uses and surrounding neighborhoods;
- d) The adequacy of, and impact on community facilities, including utilities, roads, public transportation, parks, recreation, and schools;
- e) The quantity and location of land planned for the proposed land use type and density and the demand for such land;
- f) The current and projected project density in the area; and
- g) The effect, if any upon other aspects of the Comprehensive Plan.

Comprehensive Plan Amendment Map



CPA-2023-0001

- Low Density Residential (LDR) to Commercial (C)
- .5093 acres
- 208 N Kellogg Street
- Knutzen Engineering

Land Use Map



Key Issues

- The amendment will bring a nonconforming office located within an accessory structure into compliance.
- Will allow for potential conversion of existing residential home into additional office space.
- Goal 2 (Section 2: Commercial Land Use) of the Comprehensive Plan is to sustain and enhance viable commercial areas.
- Goal 3 (Section 2: Commercial Land Use) is to create a balanced system of commercial facilities reflecting neighborhood, community, and regional needs.
- The proposed amendment will bring a nonconforming use into zoning compliance and allow for the future conversion of a single-family home into additional office space. This conversion will help buffer the residential neighborhood to the south of the subject property from the more intensive commercial development to the north along W Clearwater Avenue.

Planning Commission voted 5-0 to recommend approval.

**KENNEWICK PLANNING COMMISSION
SEPTEMBER 18, 2023
MEETING MINUTES**

1. CALL TO ORDER

Chairman Morris called the meeting to order at 6:30 p.m.

Commissioner Gregory led the Pledge of Allegiance.

Community Planning Administrative Assistant Melinda Didier called the roll and found the following present:

PRESENT: Chairman Victor Morris, Commissioners Tina Gregory, Lola Franklin, Ken Short (*All in person*), and Commissioner James Hempstead (*attended remotely*).

ABSENT: Vice Chair Thomas Helgeson, Commissioner Veronica Griffith (*Excused*).

STAFF: Anthony Muai, AICP Planning Director; Steve Donovan, AICP Development Services Manager; Matt Halitsky, AICP Senior Planner; Alisha Piper, Planner (*remotely*); Joseph Laris, Assistant Planner; Melinda Didier, Community Planning Administrative Assistant.

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

2. CONSENT AGENDA

- a. Approval of the minutes dated August 21, 2023.
- b. Approval of the agenda.
- c. Motion to enter Staff Report(s) into the Record.

MOTION: Commissioner Franklin moved to approve the Consent Agenda; Commissioner Short seconded the motion.

DISCUSSION: None.

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

3. PUBLIC HEARINGS:

Chairman Morris made the following statement:

“Good evening and welcome to the September 18, 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. COMPREHENSIVE PLAN AMENDMENT (CPA) #2023-0001:

Chairman Morris opened the public hearing at 6:35 pm for Comprehensive Plan Amendment (CPA) #2023-0001. Mr. Donovan reviewed the criteria for Comprehensive Plan Amendments and announced that Mr. Halitsky would be presenting the staff report.

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

Planning Commission Questions: None.

2. Testimony of Applicant/Applicant's Representative: Paul Knutzen, Knutzen Engineering, 5401 Ridgeline Drive # 160, Kennewick, applicant's representative; the rear of the residential zoned lot being used as overflow parking as well as the building there being used as a law office; intent is to bring the parcels where the law office is located into zoning conformance and be able to expand the business in the future if needed.
3. Testimony in Favor of the Request: None.
4. Testimony Neutral/Against the Request: Loma Bradshaw, 201 N. Kellogg Street, Kennewick; live across the street, they built the building a couple of years ago and it was commercial; this is a residential neighborhood; are they trying to change this so they are in compliance; opposed to this request.
5. Testimony of Those Registered on Virtual Format: None
6. Applicant/Owner Final Testimony: None
7. Staff Final Comments: None
8. Public Testimony Closed at 6:42 p.m.

MOTION: Commissioner Gregory moved to concur with the findings and conclusions in staff report CPA-2023-0001 and recommend City Council APPROVE the request. Commissioner Franklin seconded the motion.

DISCUSSION: What is the building facing Kellogg Street used for; do traffic plans come through the Planning Commission.

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

B. COMPREHENSIVE PLAN AMENDMENT (CPA) #2023-0002:

Chairman Morris opened the public hearing at 6:45 pm for Comprehensive Plan Amendment (CPA) #2023-0002.

Mr. Donovan described the application, presented the staff report, and recommended the Planning Commission forward a recommendation for approval of CPA #2023-0002 to City Council.

Planning Commission Questions: the timing of construction; is it east of Washington Street.

1. Testimony of Applicant/Applicant's Representative: None.
2. Testimony in Favor of the Request: None.
3. Testimony Neutral/Against the Request: None
4. Testimony of Those Registered on Virtual Format: None
5. Applicant/Owner Final Testimony: None
6. Staff Final Comments: None
7. Public Testimony Closed at 6:51 p.m.

MOTION: Commissioner Gregory moved to concur with the findings and conclusions in staff report CPA-2023-0002 and recommend City Council APPROVE the request. Commissioner Short seconded the motion.

DISCUSSION: None

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

C. COMPREHENSIVE PLAN AMENDMENT (CPA) #2023-0003:

Chairman Morris opened the public hearing at 6:52 pm for Comprehensive Plan Amendment (CPA) #2023-0003.

1. Mr. Donovan described the proposed application and presented the staff report, noting that the properties are currently in the County but are located in the City's UGA; the properties are under the development regulations in the County. Mr. Donovan said that Planning Department staff recommended the Planning Commission forward a recommendation of denial of CPA-2023-0003 to City Council.

Planning Commission Questions included: What actions have this commission taken on this property so far; are you saying the waste treatment facility and rock crushing plant incompatible with residential use; are there potential adverse impacts to the industrial uses currently situated there by having residential uses nearby; is there any activity happening that is allowed in the Industrial zone but not the low density residential; is it still being treated as a residential zone; do we know how many other people who live there that are not being represented by the applicant. ***At 7:08 pm Commissioner Hempstead left the meeting (Commissioner Hempstead was attending remotely).***

2. Testimony of Applicant/Applicant's Representative: Courtney Raeder, 66511 S. Meals Road, Kennewick; although the industrial and residential uses may not be compatible as per code, many people choose to live there and don't have a problem with the mixed uses; the zone should never have been changed from residential to industrial in the first place; biggest concern seems to be protecting the industrial land uses; the 12 acres shouldn't be impacted by the wastewater treatment plant since it hasn't been an issue for the past 40 years; the rock crushing business doesn't have much if any impact on the surrounding residences; the industrial zone makes it impossible for us to rebuild if destroyed or to add on.
3. Testimony in Favor of the Request: None.
4. Testimony Neutral/Against the Request: None
5. Testimony of Those Registered on Virtual Format: None
6. Applicant/Owner Final Testimony: Property Owner Thomas Raeder, 3809 Road 109, Pasco; grew up there and are trying to build a new house there due to damage to the cinder block foundation from the trains idling nearby; the house has resettled and you can't shut the doors; not allowed to tear down the house and rebuild, new build, or add on to the residences because of the current industrial zoning; the Port of Kennewick and the City have been after that land.
7. Staff Final Comments: None
8. Public Testimony Closed at 7:13 p.m.

MOTION: Commissioner Gregory moved to approve against the findings of the Planning Department on CPA-2023-0003 and recommend City Council APPROVE the request. Commissioner Short seconded the motion.

Mr. Donovan advised the Planning Commission that if they decide to approve it, then either tonight or at the next meeting they will have to develop new finding and conclusion to present to the Council.

DISCUSSION: How does that work coming up with new findings and conclusions, does the Planning Department require to come up with those; would like to find a way to pass along a recommendation for approval to City Council and help these people; how do we make a motion to approve; do we withdraw the motion then make a motion to continue to the next meeting for findings and conclusions to approve; what happens if we just make a motion to approve and don't come up with new findings and conclusions; where do we come up with the findings and conclusions; Mr. Muai addressed the questions and said that a workshop just prior to the meeting would be helpful to assist the Planning Commissioners with the findings and conclusions; Mr. Muai recommended a workshop at 6:00 pm with the regular meeting to follow at 6:30 pm.

MOTION: Commissioner Gregory moved to withdraw her motion to approve against the findings and conclusions in staff report CPA-2023-0003. Commissioner Short seconded the motion.

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

MOTION: Commissioner Franklin moved that CPA-2023-0003 be continued to October 2, 2023 for a Planning Commission workshop for findings and conclusions. Commissioner Gregory seconded the motion. Commissioner Franklin

corrected her motion to hold a workshop on October 2nd for additional findings and conclusions for the regular meeting.

Ms. Didier restated the motion: The motion was to table this item to hold a workshop at 6:00 pm on October 2, 2023 for findings and conclusions for the regular meeting at 6:30 pm on October 2, 2023. Commissioner Short restated his second.

DISCUSSION: None

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

4. VISITORS NOT ON AGENDA:

- a. None

5. OLD BUSINESS:

- a. City Council Action Updates – at the September 5, 2023 Council meeting COZ-2023-0005 & CPA-2023-0006 were both approved; the code amendment for daycare centers in single-family zones was not approved.

6. NEW BUSINESS:

- a. None

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

- a. Commissioner Short thanked staff for their hard work on the comprehensive plan amendments; Chair Morris reported his attendance at the Short Course on Local Planning on September 13th and presented his certificate of completion to Ms. Didier; Chairman Morris will be unable to attend the October 2, 2023 Planning Commission meeting(s).

8. ADJOURNMENT: The meeting concluded at 7:38 p.m.

Council Agenda Coversheet	Agenda Item Number: 5.b. Council Date: 10/17/2023	Category: Ordinance/Reso
	Agenda Item Type: Ordinance Subject: Ordinance 6035: Comprehensive Plan Amendment CPA-2023-0002 from Low Density Residential (LDR) to Medium Density Residential (MDR) Department: Community Planning Ord/Reso # 6035 Contract # Project # Permit # CPA-2023-0002	
<u>Recommendation</u> The Planning Commission recommends approval of CPA-2023-0002 through the adoption of Ordinance 6035. <u>Motion for Consideration</u> I move to adopt Ordinance 6035. <u>Summary</u> The applicant, JF Engineering c/o Daniel Kapsi, has requested to change the land use designation for 1.18 acres at 1215 S Cedar Street from Low Density Residential (LDR) to Medium Density Residential (MDR). The site is in Unincorporated Benton County, but within the City's Urban Growth Area. The property owner does intend to annex into the City and develop the property. The Planning Commission held the public hearing for this application on September 18, 2023. No testimony for or against this proposal was given. The Planning Commission voted 5-0 to recommend approval to the City Council. <u>Alternatives</u> To deny or modify. <u>Fiscal Impact</u> None.		
<u>Attachments:</u> 1. Ordinance 2. Staff Report 3. Presentation 4. Minutes 5. PC Action Summary 6. Site Map		

CITY OF KENNEWICK
ORDINANCE NO. 6035

AN ORDINANCE AMENDING THE CITY OF KENNEWICK'S COMPREHENSIVE
PLAN (CPA 2023-0002, JF Engineering, PLLC, c/o Daniel Kapsi)

WHEREAS, the City of Kennewick, by and through its City Council, and pursuant to the Growth Management Act, directed the Planning Commission of the City of Kennewick to review and update the Comprehensive Plan for the purposes of coordinating all plans and programs relating to the physical and social development of the Kennewick Urban Growth Area and the people therein; and

WHEREAS, the City of Kennewick, in accord with the Growth Management Act and RCW 36.70A.130 and implementing municipal regulations, has directed the Department of Community Planning and the Planning Commission to review and update the plan annually; and

WHEREAS, appropriate public notice has been given and a public hearing held by the Planning Commission on September 18, 2023, concerning the proposed changes, and the same has been reviewed by the Department of Commerce for the review required under RCW 36.70A.106; NOW, THEREFORE:

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

Section 1. The following amendment is made to the City of Kennewick Comprehensive Plan Land Use Map as adopted by Resolution 07-12:

1. CPA 2023-0002 – 1.18 acres located at 1215 S. Cedar Street (Low Density Residential (LDR) to Medium Density Residential (MDR)).

Section 2. The property is legally described as follows:

Low Density Residential to Medium Density Residential

Lot 1, Short Plat 311, according to the survey thereof recorded under Auditor's File No. 721671, records of Benton County, Washington. Subject to: Easements, reservations, restrictions, plat dedications, restrictive covenants, of record or in apparent use, and future municipal district assessments and irrigation district assessments, if any.

Section 3. This ordinance shall be in full force and effect five days from and after its passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, this 17th day of October, 2023, and signed in authentication of its passage this 17th day of October, 2023.

Attest:

W.D. MCKAY, Mayor

ORDINANCE NO. 6035 filed and recorded
in the office of the City Clerk of the City of
Kennewick Washington, this 18th day of
October, 2023

KRYSTAL TOWNSEND, Deputy City Clerk

Approved as to Form:

LISA BEATON, City Attorney

KRYSTAL TOWNSEND, Deputy City Clerk

DATE OF PUBLICATION _____



Comprehensive Plan Amendment CPA-2023-0002

REQUEST: Change 1.18-acres from Low Density Residential (LDR) to Medium Density Residential (MDR).

APPLICANT: JF Engineering, c/o Daniel Kapsi

OWNER: Jorge Manual Guitron Bernal



Not to scale

SITE INFORMATION

- **Size:** 1.18-acres
- **Location:** 1215 S Cedar Street
- **Topography:** Flat
- **Existing Comprehensive Plan Designation:** Low Density Residential
- **Existing Zoning:** Unincorporated Benton County, Urban Growth Area Residential (UGAR)
- **Existing Land Use:** Single-Family Residence

EXHIBITS

- **Exhibit A-1:** Aerial Map
- **Exhibit A-2:** Land Use Map
- **Exhibit A-3:** Supplemental Questions
- **Exhibit A-4:** Environmental Determination

APPLICATION PROCESS

- Application Submitted April 11, 2023
- Application routed for comments June 21, 2023
- Determination of Non-Significance (DNS) was issued on July 11, 2023
- Appeal Period for the DNS ended July 25, 2023
- Notice of Public Hearing was posted at the site on August 31, 2023
- Notice of Public Hearing published September 3, 2023
- Notice of Notice Hearing mailed August 31, 2023

SURROUNDING COMPREHENSIVE PLAN, ZONING AND LAND USES

North	Comprehensive Plan – Medium Density Residential Zoning – Residential, Medium (RM) Existing Land Uses – Single Family Residences
South	Comprehensive Plan – Low Density Residential Zoning – Urban Growth Are Residential (UGAR) Unincorporated Benton County Existing Land Uses – Manufactured Home Park
East	Comprehensive Plan – Low Density Residential Zoning – Urban Growth Are Residential (UGAR) Unincorporated Benton County Existing Land Uses – Manufactured Home Park
West	Comprehensive Plan – Medium Density Residential Zoning – Residential, Medium (RM) Existing Land Uses – Multi and Single-Family Residences

REGULATORY CONTROLS

- City of Kennewick Comprehensive Plan
- Benton County Development Regulations
- Kennewick Municipal Code (KMC) Title 4

DESCRIPTION OF REQUEST

The applicant has requested to change the land use designation of 1.18-acres from Low Density Residential to Medium Density Residential.

COMPLIANCE WITH TITLE 4 (ADMINISTRATIVE PROCEDURES)

KMC 4.12.110(7): Approval Criteria. The City may approve Comprehensive Plan Amendments and area-wide zone map amendments if it finds that the request meets one or more of the following:

1. The proposed amendment bears a substantial relationship to the public health, safety, welfare, and protection of the environment;
The proposed amendment will not allow the property to be rezoned to a zoning district that will permit uses that may have the potential to negatively affect the public health, safety, welfare and protection of the environment.
2. The proposed amendment is consistent with the requirements of Chapter 36.70A RCW and with the portion of the City's adopted comprehensive plan not affected by the amendment;
This amendment is consistent with the requirements of Chapter 36.70A RCW and with the portion of the City's adopted comprehensive plan not affected by the amendment.
3. The proposed amendment corrects an obvious mapping error; or
This request does not correct a mapping error.
4. The proposed amendment addresses an identified deficiency in the Comprehensive Plan.

The City of Kennewick's 2017-2037 Comprehensive Plan Table 2 shows that the City has a surplus of 248.1 acres for Medium Residential land and a deficit of 159.2 acres for High Density Residential land. Additionally, the table shows that the City has a 1,387.2 surplus acres of Low Density Residential land.

Although the City has a surplus of land designated Medium Density Residential, there is a need for a variety of housing types and affordable housing. Goals of the comprehensive plan are to provide housing for diverse needs and various economic segments of the community.

KMC 4.12.110(8): Additional Factors. The City must also consider the following factors prior to approving Comprehensive Plan Amendments:

1. The effect upon the physical environment;
The site is flat, with a majority of it pastureland. Minimal earthwork is likely needed for future development of the site.
2. The effect on open space and natural features including, but not limited to topography, streams, rivers, and lakes;
The site does not contain any designated open space or critical areas. No negative impacts are anticipated from the proposed amendment or future development. Adequate measures within the Kennewick Municipal Code exist to mitigate any possible negative impacts to the natural environment.
3. The compatibility with and impact on adjacent land uses and surrounding neighborhoods;
Approval will designate the same land use designation as the properties to the west and north. Increased traffic along S Cedar Street is a likely result of the future development.
4. The adequacy of, and impact on community facilities, including utilities, roads, public transportation, parks, recreation, and schools;
The future development of the site is required to provide infrastructure improvements to ensure adequacy of community facilities. Public transportation facilities and parks, needed for Medium Density Residential, are not currently in the adjacent area of the site.
5. The quantity and location of land planned for the proposed land use type and density and the demand for such land;
There is a demand for higher density and multi-family residences in Kennewick. If approved, the requested land use designation will result in a higher density than what would occur under the current land use designation.
6. The current and projected project density in the area; and
No maximum density exists for the current land use designation, development is required to meet minimum lot area requirements. The proposed land use designation has a maximum density of 13 units/acre.
7. The effect, if any upon other aspects of the Comprehensive Plan.
The proposed change will not affect any other aspects of the Comprehensive Plan.

PUBLIC COMMENT

Staff has received no public comment concerning the proposal to date.

AGENCY COMMENTS

Staff did not receive site-specific comments from the notified agencies.

ANALYSIS OF REQUEST

This request is to amend the land use designation for a 1.18-acre parcel from Low Density Residential to Medium Density Residential. Medium Density Residential will allow a density of 13 units/acre. The applicant has not proposed a development type for the site.

The site is within the City's Urban Growth Area, but it is still in Unincorporated Benton County and under its jurisdiction. Annexation by the City will be required if the developer intends to develop the site pursuant to City Development Regulations.

Staff's review to the comprehensive plan has determined that the following goals and policies provides a basis to Approve the request:

URBAN AREA GOAL 2: Encourage growth within the Urban Growth Area.

Policy 3: Encourage compact development patterns within the UGA that can be efficiently served by public facilities.

RESIDENTIAL GOAL 3: Promote a variety of residential densities with a minimum density target of 3 units per acre as averaged throughout the urban area.

Policy 3: Residential Medium Density – Place areas that can support high-quality, compact, urban development with access to urban services, transit and infrastructure, whether through new development or through infill.

HOUSING GOAL 1: Support and develop a variety of housing types and densities to meet the diverse needs of the population.

HOUSING GOAL 3: Promote affordable housing for all economic segments of the community.

FINDINGS

1. The applicant is JF Engineering, c/o Daniel Kapsi, 104 N Clover Island Drive, Suite 201, Kennewick, WA 99336.
2. The owner is Jorge Manual Guitron Bernal, 1215 S Cedar Street, Kennewick, WA 99337.
3. The request is to change the site's land use designation from Low Density Residential to Medium Density Residential.
4. The application was received on April 11, 2023 and was routed for review to various City Departments and other local, state and federal agencies for comment on June 21, 2023.
5. The site is served by City water and sewer utilities in S Cedar Street.
6. Access to the site is from S Cedar Street and E 13th Avenue.
7. The proposed amendment is adjacent to Medium Density Residential and Low Density Residential designated lands.
8. The site is in the City of Kennewick Urban Growth Area.
9. The site is in Unincorporated Benton County and subject to its development regulations.
10. A Determination of Non-Significance was issued for this application on July 11, 2023. The appeal period for the determination ended on July 25, 2023.
11. A public hearing notification sign was posted on site August 31, 2023.
12. Notice of the public hearing for this application was published in the Tri-City Herald on September 3, 2023. Notices were mailed to property owners within 300 feet of the site on August 31, 2023.

13. The proposed amendment will not allow the property to be rezoned to a zoning district that will permit uses that may have the potential to negatively influence the public health, safety, welfare and protection of the environment.
14. This amendment is consistent with the requirements of Chapter 36.70A RCW and with the portion of the City's adopted comprehensive plan not affected by the amendment.
15. The proposed amendment does not correct an obvious mapping error.
16. This request will address a housing need for the community not necessarily a deficiency in the Comprehensive Plan.

CONCLUSIONS

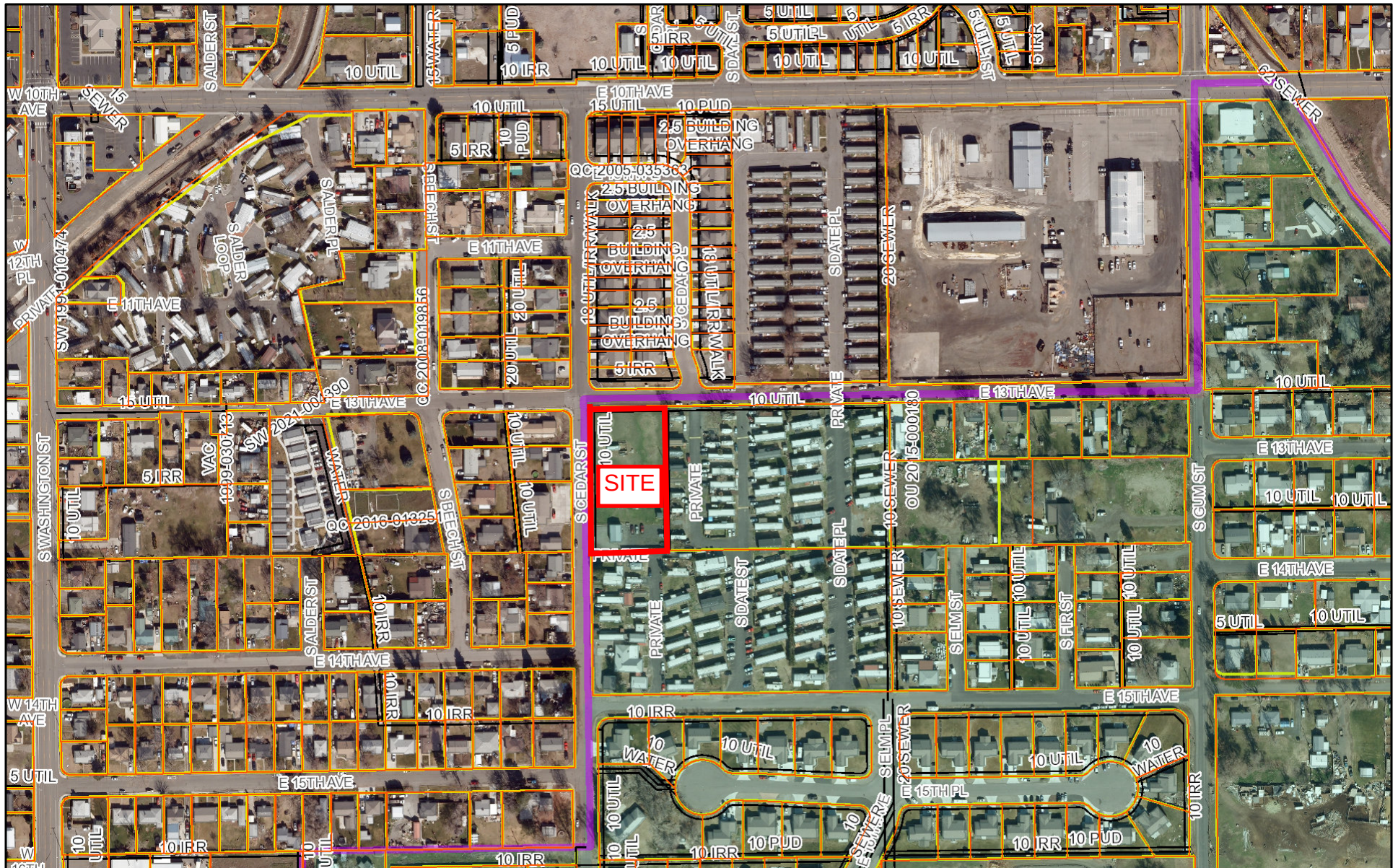
1. Pursuant to Chapter 4.08 of the Kennewick Municipal Code, the lead agency has determined that the proposed amendment does not have a probable significant adverse impact on the environment.
2. The proposed amendment will change the land use designation for a 1.18-acre parcel from Low Density Residential to Medium Density Residential.
3. The proposed amendment is consistent with the City of Kennewick Comprehensive Plan Urban Area Goal 2, Residential Goal 3 and Housing Goals 1 and 3.
4. The proposed amendment will increase population densities in the area.
5. Future development will be required to meet applicable development regulations and concurrency requirements.

Recommendation

Staff recommends that the Planning Commission concur with the findings and conclusions of CPA-2023-002 contained in the staff report and recommend approval to City Council.

Motion

I move that the Planning Commission concur with the findings and conclusions of CPA-2023-0002 contained in the staff report and recommend to City Council approval of the request.



September 6, 2023 This plan is suitable for informational use only. City of Kennewick accepts no liability for any error whatsoever.

CountyParcelLayer **SurveyAddressPoint**

StreetName

- <all other values>

 Apartment

 Building Condo Mobile Home

Parcel

SurveyEasementPoint

SurveyEasement



1 inch = 300 feet

0 0.0275 0.055 0.11 mi

0	0.0425	0.085	0.17 km
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Sources: Esri, HERE, Garmin, Intermap, increment P Corp.,



Exhibit A-2

CPA-2023-0002



Supplemental Questions

1. What are the reasons for the requested amendment?

The requested amendment to MDR will allow for a higher-density population near retail centers promoting shorter vehicle trips, cycling, and walking to and from homes and retail services. The request also addresses the current housing shortage crisis in the Tri-Cities by providing more residences within the amendment area.

2. Which elements of the comprehensive plan will be affected?

Capital Facilities

Transportation

Utilities

3. Please explain how the affected elements will be impacted if the proposal is approved. Include detailed information on utilities and their associated plans as well as the effect on emergency services, parks, schools, etc.

Utilities have already been extended along the sites frontages that can support a future MDR development. BPUD has overhead lines located along the east boundary of the site that the future development.

A new fire station is being constructed along 10th Ave. on the old KGH property, that will provide Fire and EMS to this project and the general area.

Impacts to fire, police, parks, and schools will likely result in only slight increases to the demands on each with the proposed increased density. As an example, with the City's 11.4 officers per 10,000 capita and a potential increase from 5 DU/Ac to 13 DU/Ac across the 1.2 acres, this would result in a net maximum potential increase of 10 DU. The City uses a household size of 3.0 for LDR and 2.4 for MDR for planning purposes which results in a net potential capita increase of 20. This increase in population would not result in need for additional officers. As it is unlikely the area will be developed at the maximum allowed density, the impacts will likely be much less. Impacts to parks and schools are anticipated to be similar in nature.

4. Please explain how the proposed amendment will implement the comprehensive plan and be in the best interest of Kennewick referencing appropriate goals and policies contained in the plan.

Land Use Residential Goals, Goal 3, Policy 4: Designating this area as MDR will complement and expand the existing designated MDR Land Use designation.

Housing Goals, Goal 1, Policy 3, 4, 5: It is anticipated that a portion of the 1.2 acres will be developed as zero lot line structures. The area surrounding the site has been developed in medium-density units.

Housing Goals, Goal 3, Policy 3: Development of this property at a higher density will allow for lower ownership costs promoting households of all incomes.

Transportation Goals, Goal 2, Policy 1, 2: Locating more residents within walking and biking distance of commercial areas reduces the load on the transportation system and encourages a healthy lifestyle, which is a part of the Complete Streets program.

Utilities Goals, Goal 3, Policy 1: All new utilities will be undergrounded within the planned development area.

5. Please explain any other substantiated information in support of the proposed amendment.
N/A



**CITY OF KENNEWICK
DETERMINATION OF NON-SIGNIFICANCE**

FILE/PROJECT NUMBER: ED-2023-0011

DESCRIPTION OF PROPOSAL: To change the land use designation of 1.18 acres from Low Density Residential to Medium Density Residential and to zone the property to Residential, Medium Density (RM).

PROPOSER: JF Engineering, c/o Daniel Kapsi 104 N Clover Island Drive, Suite 201, Kennewick, WA 99336

LOCATION OF PROPOSAL, INCLUDING STREET ADDRESS, IF ANY: 1215 S Cedar Street

LEAD AGENCY: City of Kennewick

DETERMINATION: The City of Kennewick has determined that this proposal does not have a probable significant adverse impact on the environment. An Environmental Impact Statement (EIS) will not be required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the City. This information is available to the public on request. Application for other required permits may require further review under SEPA procedures.

☒ There is no comment period for this DNS.

☐ This DNS is issued after using the optional DNS process in WAC 197-11-355. There is no further comment period on the DNS.

☐ This DNS is issued under 197-11-340(2); the City will not act on this proposal for fifteen days from the date below. Comments must be submitted by _____. After the review period has elapsed, all comments received will be evaluated and the DNS will be retained, modified, or withdrawn as required by SEPA regulations.

RESPONSIBLE OFFICIAL: Anthony Muai, AICP

POSITION/TITLE: Planning Director

ADDRESS: 210 W 6th Ave., P.O. Box 6108, Kennewick, WA 99336

PHONE: (509) 585-4386

☐ Changes, modifications and/or additions to the checklist have been made on the attached Environmental Checklist Review.

This DNS is subject to the attached conditions:

☒ No conditions.

☐ See attached condition(s).

Date: July 11, 2023

Signature: _____

Appeal: An appeal of this determination must be submitted to the Community Planning Department within fourteen (14) calendar days after the date issued and no later than 5 p.m. This appeal must be written and make specific factual objections to the City's threshold determination. Appeals shall be conducted in conformance with Section 4.12.090(9) of the Kennewick Municipal Code and the required fees pursuant to the City's adopted Fee Schedule shall be paid at time of appeal submittal.

Copies of this DNS were mailed to:

Dept. of Ecology
WA Dept. of Fish & Wildlife
WSDOT
Yakama Nation
CTUIR
ED-2023-0011 File

2023 Comprehensive Plan Amendment Review

City Council Meeting
October 17, 2023

Approval Criteria

KMC 4.12.110 (7) : Approval Criteria. The City may approve Comprehensive Plan Amendments and area-wide zone map amendments if it finds that:

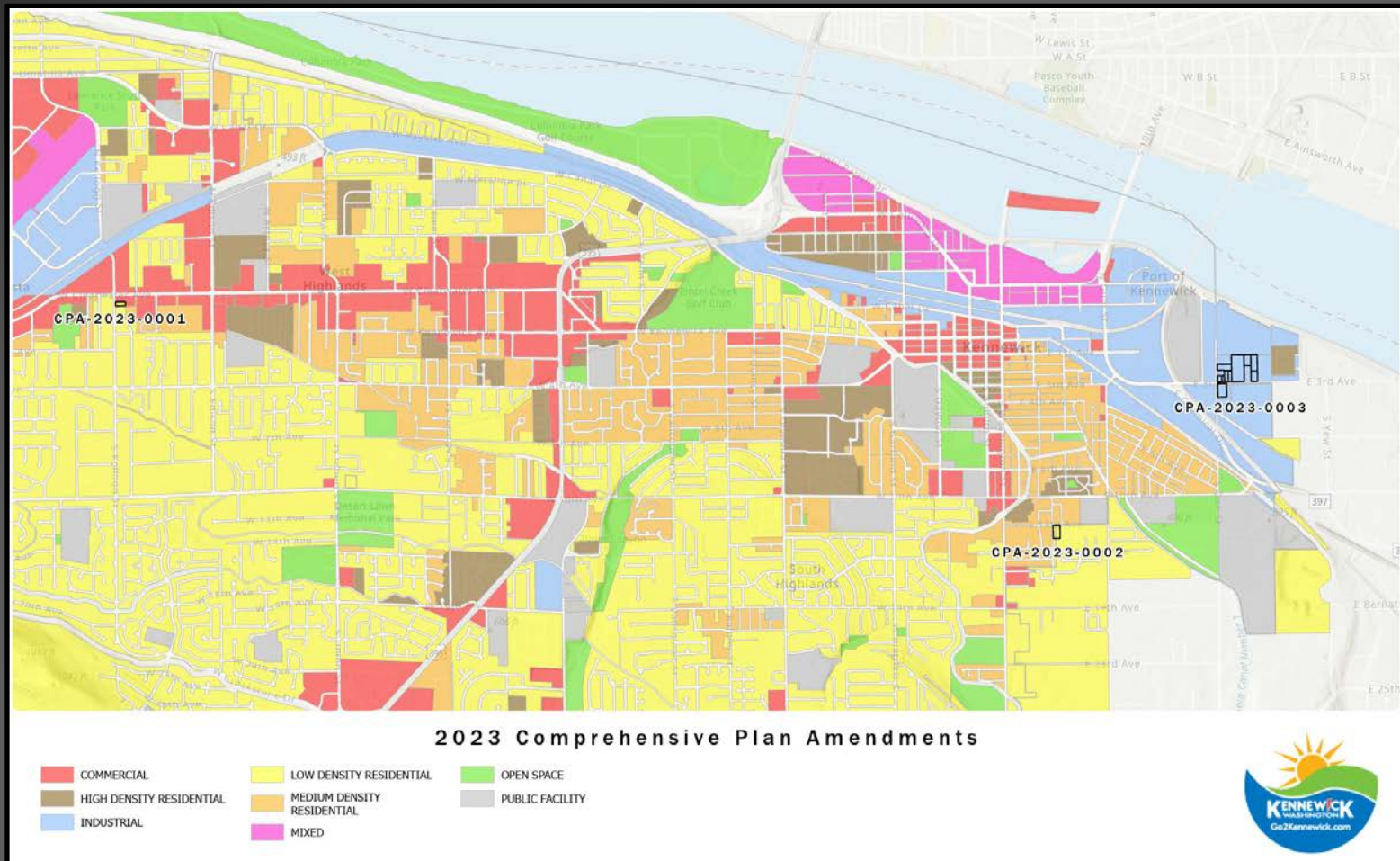
- (a) The proposed amendment bears a substantial relationship to the public health, safety, welfare, and protection of the environment;
- (b) The proposed amendment is consistent with the requirements of Chapter 36.70A RCW and with the portion of the City's adopted Comprehensive Plan not affected by the amendment;
- (c) The proposed amendment corrects an obvious mapping error; or
- (d) The proposed amendment addresses an identified deficiency in the Comprehensive Plan.
- (e) A rezone shall be treated as an area-wide map amendment when:
 - i. It is initiated by the City and a significant class of property is similarly affected by the proposed rezone; and
 - ii. It is either:
 - A. Based upon an adopted or ongoing comprehensive planning process or undertaken to ensure compliance with or to implement the provisions of the Growth Management Act; or
 - B. Part of the process that includes amending text for this title where such amendments will have a significant impact on a large area of the City.

Additional Factors

KMC 4.12.110 (8) : Additional Factors. The City must also consider the following factors prior to approving Comprehensive Plan Amendments:

- a) The effect upon the physical environment;
- b) The effect on open space and natural features including, but not limited to, topography, streams, rivers, and lakes;
- c) The compatibility with and impact on adjacent land uses and surrounding neighborhoods;
- d) The adequacy of, and impact on community facilities, including utilities, roads, public transportation, parks, recreation, and schools;
- e) The quantity and location of land planned for the proposed land use type and density and the demand for such land;
- f) The current and projected project density in the area; and
- g) The effect, if any upon other aspects of the Comprehensive Plan.

Comprehensive Plan Amendment Map



CPA-2023-0002

- Low Density Residential (LDR) to Medium Density Residential (MDR)
- 1.18 acres
- 1215 S Cedar Street
- JF Engineering, c/o Daniel Kapsi

Land Use Map



Key Issues

- The applicant intends to redevelop the property with multifamily construction.
- Goal 1 (Section 3: Housing) of the Comprehensive Plan is to support and develop a variety of housing types and densities to meet a diverse and growing population.
- Additionally, Goal 3 (Section 3: Housing) promotes affordable housing across all socioeconomic segments of the community.
- The proposal also serves to implement Goal 3 of the Comprehensive Plan in a manner similar to existing housing types to the north and east.
- The proposed amendment will allow for more dense development and a variety of housing types within an existing municipal service area.

Planning Commission voted 5-0 to recommend approval.

Questions?



B. COMPREHENSIVE PLAN AMENDMENT (CPA) #2023-0002:

Chairman Morris opened the public hearing at 6:45 pm for Comprehensive Plan Amendment (CPA) #2023-0002.

Mr. Donovan described the application, presented the staff report, and recommended the Planning Commission forward a recommendation for approval of CPA #2023-0002 to City Council.

Planning Commission Questions: the timing of construction; is it east of Washington Street.

1. Testimony of Applicant/Applicant's Representative: None.
2. Testimony in Favor of the Request: None.
3. Testimony Neutral/Against the Request: None
4. Testimony of Those Registered on Virtual Format: None
5. Applicant/Owner Final Testimony: None
6. Staff Final Comments: None
7. Public Testimony Closed at 6:51 p.m.

MOTION: Commissioner Gregory moved to concur with the findings and conclusions in staff report CPA-2023-0002 and recommend City Council APPROVE the request. Commissioner Short seconded the motion.

DISCUSSION: None

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

C. COMPREHENSIVE PLAN AMENDMENT (CPA) #2023-0003:

Chairman Morris opened the public hearing at 6:52 pm for Comprehensive Plan Amendment (CPA) #2023-0003.

1. Mr. Donovan described the proposed application and presented the staff report, noting that the properties are currently in the County but are located in the City's UGA; the properties are under the development regulations in the County. Mr. Donovan said that Planning Department staff recommended the Planning Commission forward a recommendation of denial of CPA-2023-0003 to City Council.

Planning Commission Questions included: What actions have this commission taken on this property so far; are you saying the waste treatment facility and rock crushing plant incompatible with residential use; are there potential adverse impacts to the industrial uses currently situated there by having residential uses nearby; is there any activity happening that is allowed in the Industrial zone but not the low density residential; is it still being treated as a residential zone; do we know how many other people who live there that are not being represented by the applicant. ***At 7:08 pm Commissioner Hempstead left the meeting (Commissioner Hempstead was attending remotely).***

Planning Commission Action Summary
CPA-2023-0002 – JF Engineering, PLLC, c/o Daniel Kapsi

The Kennewick Planning Commission conducted a public hearing on September 18, 2023. All interested parties were notified to come before the Commission and be heard. After reviewing the staff report and listening to public testimony, the Commission passed a motion on the proposed Comprehensive Plan Amendment, concurring with the findings and conclusions in the staff report and recommends to City Council approval of CPA-2023-0002.

Findings of Fact

1. The applicant is JF Engineering, c/o Daniel Kapsi, 104 N Clover Island Drive, Suite 201, Kennewick, WA 99336.
2. The owner is Jorge Manual Guitron Bernal, 1215 S Cedar Street, Kennewick, WA 99337.
3. The request is to change the site's land use designation from Low Density Residential to Medium Density Residential.
4. The application was received on April 11, 2023 and was routed for review to various City Departments and other local, state and federal agencies for comment on June 21, 2023.
5. The site is served by City water and sewer utilities in S Cedar Street.
6. Access to the site is from S Cedar Street and E 13th Avenue.
7. The proposed amendment is adjacent to Medium Density Residential and Low Density Residential designated lands.
8. The site is in the City of Kennewick Urban Growth Area.
9. The site is in Unincorporated Benton County and subject to its development regulations.
10. A Determination of Non-Significance was issued for this application on July 11, 2023. The appeal period for the determination ended on July 25, 2023.
11. A public hearing notification sign was posted on site August 31, 2023.
12. Notice of the public hearing for this application was published in the Tri-City Herald on September 3, 2023. Notices were mailed to property owners within 300 feet of the site on August 31, 2023.
13. The proposed amendment will not allow the property to be rezoned to a zoning district that will permit uses that may have the potential to negatively influence the public health, safety, welfare and protection of the environment.
14. This amendment is consistent with the requirements of Chapter 36.70A RCW and with the portion of the City's adopted comprehensive plan not affected by the amendment.
15. The proposed amendment does not correct an obvious mapping error.
16. This request will address a housing need for the community not necessarily a deficiency in the Comprehensive Plan.

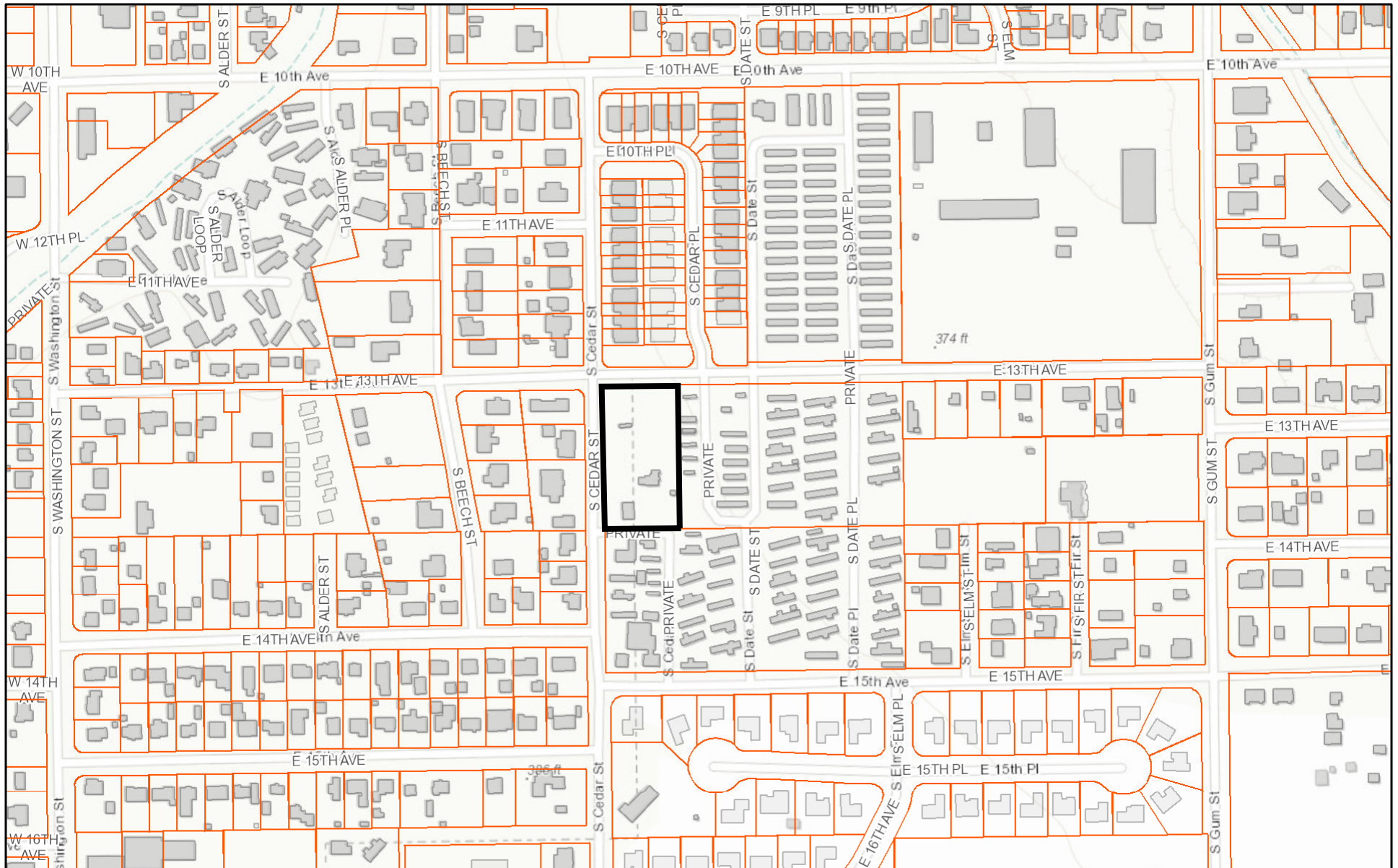
Conclusions of Law

1. Pursuant to Chapter 4.08 of the Kennewick Municipal Code, the lead agency has determined that the proposed amendment does not have a probable significant adverse impact on the environment.

2. The proposed amendment will change the land use designation for a 1.18-acre parcel from Low Density Residential to Medium Density Residential.
3. The proposed amendment is consistent with the City of Kennewick Comprehensive Plan Urban Area Goal 2, Residential Goal 3 and Housing Goals 1 and 3.
4. The proposed amendment will increase population densities in the area.
5. Future development will be required to meet applicable development regulations and concurrency requirements.

The motion to approve was moved by Commissioner Gregory and seconded by Commissioner Franklin. The motion passed unanimously, with Commissioners Gregory, Hempstead, Franklin, Short and Chairman Morris all in favor.

Site Map



October 3, 2023

This plan is suitable for informational use only. City of Kennewick accepts no liability for any error whatsoever.



1 inch = 300 feet

1:3,600

0 0.0275 0.055 0.11 mi

Sources: Esri, HERE, Garmin, Intermap, increment P Corp.,

ArcGIS WebApp Builder
Page 117 of 224

Council Agenda Coversheet 	Agenda Item Number: 5.c. Council Date: 10/17/2023 Agenda Item Type: Ordinance Subject: Ordinance 6036: Comprehensive Plan Amendment CPA 2023-0003 from Industrial (I) to Low Density Residential (LDR) Department: Community Planning Ord/Reso # 6036 Contract # Project # Permit # CPA-2023-0003	Category: Ordinance/Reso
<u>Recommendation</u> The Planning Commission recommends approval of CPA-2023-0003 through the adoption of Ordinance 6036. <u>Motion for Consideration</u> I move to adopt Ordinance 6036. <u>Summary</u> The applicant(s), 10 property owners represented by Courtney Raeder, have requested to change the land use designation of 12.33 acres generally located at 331 S Oak Street from Industrial (I) to Low Density Residential (LDR). The site is in Unincorporated Benton County, but it is in the City's Urban Growth Area. The Planning Commission held a public hearing on September 18, 2023. At the hearing, the applicant and members of the public spoke in favor of the request. The Planning Commission closed the public testimony portion of the hearing and voted to continue the hearing to October 2, 2023 so it could develop findings and conclusions in support of approval. At the October 2, 2023 continued hearing, the Planning Commission voted 4-1 to recommend approval to the City Council. <u>Alternatives</u> To deny or modify. <u>Fiscal Impact</u> None.		
<u>Attachments:</u> 1. Ordinance 2. Staff Report 3. Presentation 4. Minutes 5. Site Map 6. PC Action Summary		

CITY OF KENNEWICK
ORDINANCE NO. 6036

AN ORDINANCE AMENDING THE CITY OF KENNEWICK'S COMPREHENSIVE
PLAN (CPA 2023-0003, Courtney Raeder)

WHEREAS, the City of Kennewick, by and through its City Council, and pursuant to the Growth Management Act, directed the Planning Commission of the City of Kennewick to review and update the Comprehensive Plan for the purposes of coordinating all plans and programs relating to the physical and social development of the Kennewick Urban Growth Area and the people therein; and

WHEREAS, the City of Kennewick, in accord with the Growth Management Act and RCW 36.70A.130 and implementing municipal regulations, has directed the Department of Community Planning and the Planning Commission to review and update the plan annually; and

WHEREAS, appropriate public notice has been given and a public hearing held by the Planning Commission on September 18, 2023, concerning the proposed changes, and the same has been reviewed by the Department of Commerce for the review required under RCW 36.70A.106; NOW, THEREFORE:

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

Section 1. The following amendment is made to the City of Kennewick Comprehensive Plan Land Use Map as adopted by Resolution 07-12:

1. CPA 2023-0003 – 12.33 acres located at 331 S. Oak Street, 205 S. Oak Street, 1511 E. 3rd Avenue, 1411 E. 3rd Avenue, 1531 E. 3rd Avenue, 1543 E. 3rd Avenue, 1601 E. 3rd Avenue, 102 S. Quince Place, 203 S. Quince Place, and 207 S. Quince Place (Industrial (I) to Low Density Residential (LDR)).

Section 2. The property is legally described as follows:

Industrial to Low Density Residential

Parcel No. 1-0580-301-0158-002:

SHORT PLAT #158, LOT 2

Parcel No. 1-0580-201-0280-003:

A PORTION OF LOT 2, SHORT PLAT NO. 280, ACCORDING TO THE SURVEY THEREOF RECORDED UNDER AUDITOR'S FILE NO. 716802, RECORDS OF BENTON COUNTY, WASHINGTON, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THE SOUTH 154 FEET OF THE NORTH 376 FEET OF THE WEST 5 ACRES OF TRACT 9: CHICAGO TEN ACRE TRACTS, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 1 OF PLATS, PAGE 46, RECORDS OF BENTON COUNTY, WASHINGTON; EXCEPT THE SOUTH 15 FEET OF THE WEST 165 FEET OF THE NORTH 376 FEET OF SAID TRACT 9, (ALSO KNOWN AS TRACT 2-B OF SURVEY NO. 657 RECORDED UNDER AUDITOR'S FILE NO. 835733.)

Parcel No. 1-0580-202-0009-002:

CHICAGO TEN-ACRE TRACTS: THE SOUTH 142 FEET OF THE WEST 105 FEET OF TRACT 9. SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD

Parcel No. 1-058-202-0009-003:

CHICAGO TEN-ACRE TRACTS: THE SOUTH 142 FEET OF THE WEST 165 FEET OF TRACT 9: LESS THE WEST 105 FEET THEREOF. SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD

Parcel No. 1-0580-202-0009-004:

CHICAGO TEN-ACRE TRACTS: THE WEST 82.5 FEET OF THE EAST 165 FEET OF THE SOUTH 264 FEET OF THE WEST 5 ACRES OF TRACT 9

Parcel No. 1-058-202-0009-005:

CHICAGO TEN-ACRE TRACTS: THE EAST 82.5 FEET OF THE SOUTH 264 FEET OF THE WEST 5 ACRES OF TRACT 9

Parcel No. 1-0580-202-0009-006:

CHICAGO TEN-ACRE TRACTS: TRACT 9, EXCEPT THE WEST 5 ACRES

Parcel No. 1-0580-202-0010-001:

THE NORTH TWO HUNDRED SIXTY-FOUR (264) FEET OF THE WEST ONE-HALF($\frac{1}{2}$) OF THE WEST ONE-HALF($\frac{1}{2}$) OF TRACT TEN (10), CHICAGO TEN-ACRE TRACTS, ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME 1 OF PLATS, PAGE 46, RECORDS OF BENTON COUNTY, TOGETHER WITH AN EASEMENT FOR ROAD PURPOSES OVER THE WEST TEN (10) FEET OF THE EAST HALF($\frac{1}{2}$) OF THE WEST HALF($\frac{1}{2}$) OF SAID TRACT TEN (10), AND AN EASEMENT FOR ROAD PURPOSES OVER THE WEST TEN (10) FEET OF THE WEST HALF($\frac{1}{2}$) OF THE WEST HALF($\frac{1}{2}$) OF SAID TRACT TEN (10).

Parcel No. 1-0580-202-0010-003:

CHICAGO TEN-ACRE TRACTS: THE EAST 154.69 FEET OF THE WEST 319.69 FEET OF TRACT 10, EXCEPT THE SOUTH 244 FEET THEREOF. TOGETHER WITH ROAD EASEMENTS. SUBJECT TO ROAD EASEMENTS.

Parcel No. 1-0580-202-0010-004:

THE SOUTH 244 FEET OF THE EAST 154.69 FEET OF THE WEST 319.69 FEET OF TRACT 10, CHICAGO TEN ACRE TRACTS, ACCORDING TO THE PLAT THEREOF RECORDED IS VOLUME 1 OF PLATS, AT PAGE 46, RECORDS OF BENTON COUNTY, WASHINGTON

Section 3. This ordinance shall be in full force and effect five days from and after its passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, this 17th day of October, 2023, and signed in authentication of its passage this 17th day of October, 2023.

Attest:

W.D. MCKAY, Mayor

ORDINANCE NO. 6036 filed and recorded
in the office of the City Clerk of the City of
Kennewick Washington, this 18th day of
October, 2023

KRYSTAL TOWNSEND, Deputy City Clerk

Approved as to Form:

LISA BEATON, City Attorney

KRYSTAL TOWNSEND, Deputy City Clerk

DATE OF PUBLICATION _____

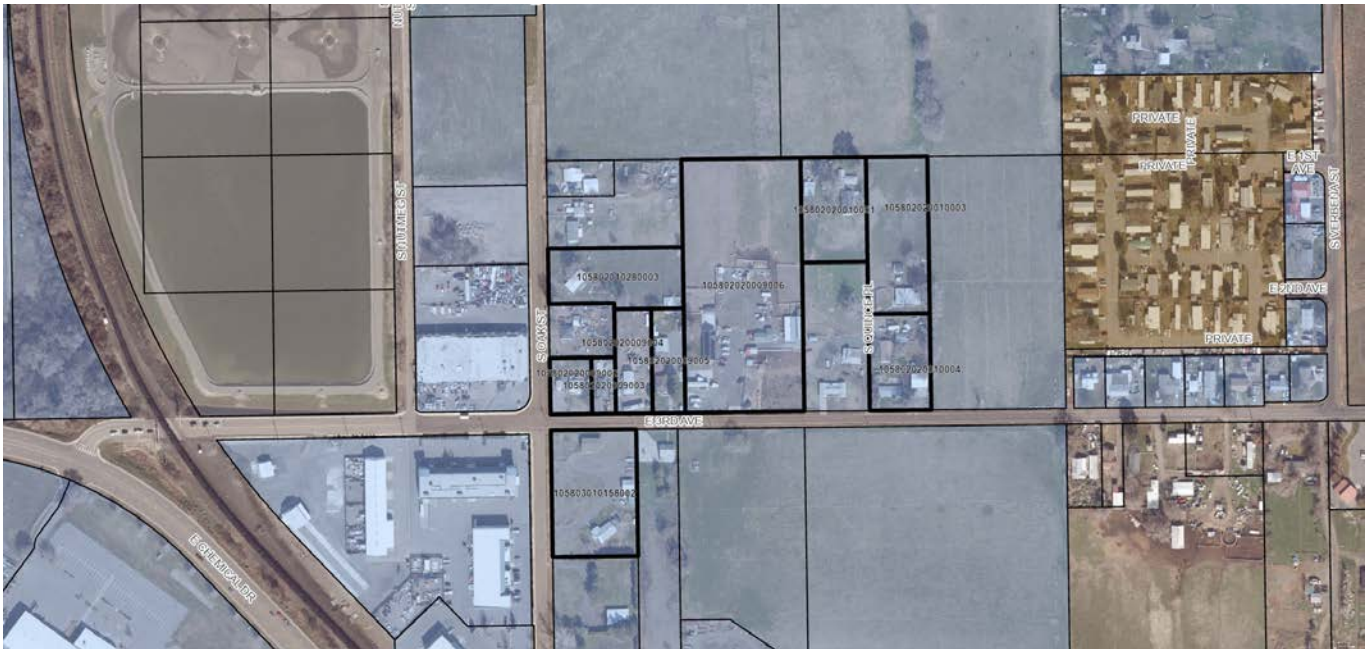


Comprehensive Plan Amendment CPA-2023-0003

REQUEST: Change 12.33-acres from Industrial (I) to Low Density Residential (LDR).

APPLICANT: Courtney Raeder

OWNERS: Roy Sitton, Shepard Commercial, LLC, Luis Licea, Enrique Cervantes, Alice Reser, Catherine Raeder, Barbara Mansfield, José and Beatriz Guizar, Robert and Sarah Cassano, and Chantal Nault



Not to scale

SITE INFORMATION

- **Size:** 12.33-acres
- **Location:** 205 & 331 S Oak Street, 102, 203 & 207 S Quince Place and 1411, 1511, 1531, 1543 & 1601 E 3rd Avenue
- **Topography:** Flat
- **Existing Comprehensive Plan Designation:** Industrial
- **Existing Zoning:** Unincorporated Benton County, Light Industrial
- **Existing Land Use:** Single-Family Residence and Pasture Land



EXHIBITS

- **Exhibit A-1:** Aerial Map
- **Exhibit A-2:** Land Use Map
- **Exhibit A-3:** Application/Supplemental Questions
- **Exhibit A-4:** Environmental Determination
- **Exhibit A-5:** City of Kennewick Public Works Comments
- **Exhibit A-6:** Ziply Fiber Comments
- **Exhibit A-7:** Bonneville Power Administration Comments
- **Exhibit A-8:** Washington Department of Natural Resource Comments
- **Exhibit A-9:** Applicant and Public Comments

APPLICATION PROCESS

- Application Submitted: May 1, 2023
- Application routed for comments: June 21, 2023
- Determination of Non-Significance (DNS) was issued July 11, 2023.
- Appeal Period for the DNS ended July 25, 2023
- Notice of Public Hearing was posted August 31, 2023
- Notice of Public Hearing was published September 3, 2023
- Notice of Public Hearing was mailed August 31, 2023.

SURROUNDING COMPREHENSIVE PLAN, ZONING AND LAND USES

North	Comprehensive Plan – Industrial, City of Kennewick Zoning – Industrial, Heavy (IH), City of Kennewick Existing Land Uses – Pastureland proposed to be a rock crushing operation.
South	Comprehensive Plan – Industrial, City of Kennewick Zoning – Industrial, Light (IL), City of Kennewick Existing Land Uses – Vacant Land and industrial businesses
East	Comprehensive Plan – Industrial, Benton County and High Density Residential, City of Kennewick Zoning – Light Industrial, Benton County and Residential, High (RH), City of Kennewick Existing Land Uses – Vacant, Multi-family and Single-Family Residential
West	Comprehensive Plan – Industrial , City of Kennewick Zoning – Industrial, Light (IL) and Industrial, Heavy (IH), City of Kennewick Existing Land Uses – Vacant Land and Industrial Businesses

REGULATORY CONTROLS

- Benton County Development Regulations
- City of Kennewick Comprehensive Plan
- Kennewick Municipal Code (KMC) Title 4

DESCRIPTION OF REQUEST

The applicant has requested to change the land use designation of 12.33-acres from Industrial to LDR. The KMC contains specific criteria and additional factors to consider when approving the requested amendment. An evaluation of the criteria and additional factors follow:

COMPLIANCE WITH TITLE 4 (ADMINISTRATIVE PROCEDURES)

KMC 4.12.110(7): Approval Criteria. The City may approve Comprehensive Plan Amendments and area-wide zone map amendments if it finds that the request meets one or more of the following:

1. The proposed amendment bears a substantial relationship to the public health, safety, welfare, and protection of the environment;
The proposed amendment is not likely to have a negative impact to the environment, future uses will be subject to Critical Area and Development Regulations. The proposed amendment has the potential to affect the welfare of adjacent industrial lands/uses in a negative manner. The LDR designation allows for an increased residential density on the properties and expansion of existing or future industrial uses may not occur because of that. The area has been designated Industrial since 1996 and in addition to City of Kennewick and Port of Kennewick properties there are existing private businesses/land in the immediate area. Industrial and residential uses are usually not compatible neighbors; increased residential density may affect the existing and future industrial businesses.
2. The proposed amendment is consistent with the requirements of Chapter 36.70A RCW and with the portion of the City's adopted comprehensive plan not affected by the amendment;
This amendment is consistent with the requirements of Chapter 36.70A RCW and with the portion of the City's adopted comprehensive plan not affected by the amendment.
3. The proposed amendment corrects an obvious mapping error; or
This request does not correct a mapping error.
4. The proposed amendment addresses an identified deficiency in the Comprehensive Plan.
The proposed amendment does not address an identified deficiency in the Comprehensive Plan. The City has approximately a 1,387.2-acre surplus of lands designated LDR. Additionally, the City has roughly a 500-acre deficit of Industrial designated lands. This proposed amendment will add to the deficit.

KMC 4.12.110(8): Additional Factors. The City must also consider the following factors prior to approving Comprehensive Plan Amendments:

1. The effect upon the physical environment;
Only the possible remodel or replacement of a home at 331 S Oak Street is the proposed development to take place at the amendment site. Additional residential development may result from approving the request.
2. The effect on open space and natural features including, but not limited to topography, streams, rivers, and lakes;
All of the property involved in the amendment is under private ownership with no public access. No designated critical areas are on-site. At this time, it is unknown what the impact future development will have on the surrounding area.
3. The compatibility with and impact on adjacent land uses and surrounding neighborhoods;
It is staff's opinion that the proposed amendment will not be compatible with the majority of the surrounding Industrial, Light and Heavy zoned properties. Although the applicant has stated she has no intention to develop her property, circumstances can change and increased residential development is a possibility at some time in the future.

Increased residential density adjacent to the existing industrial uses have the potential to limit future expansion of the industrial uses by reducing the desirability of the land due to the close proximity and added potential for increased residential development.

Future development of residences should have no substantial impact on the site's existing residences.
4. The adequacy of, and impact on community facilities, including utilities, roads, public transportation, parks, recreation, and schools;

The City is in the process of expanding its wastewater treatment facility that is to the NE of the amendment site. The purpose of the expansion is to better serve the residents of Kennewick and allow for future growth. Residential growth in the general area may negatively affect the operation of the facility.

The City designated the area Industrial in 1996 to serve the industrial uses that existed and allow for future industrial uses.

The site will not be subject to the City's concurrency requirements until annexation into the City.

5. The quantity and location of land planned for the proposed land use type and density and the demand for such land;

Comprehensive Plan Table 2: Land Inventory; shows that the City has a deficit of 774.5 acres for lands designated Industrial and a 1,387 acres surplus for lands designated LDR. The acreage deficit of Industrial land has decreased by 279.5 acres because of a 2019 annexation.

6. The current and projected project density in the area; and

Current densities for LDR vary between 4-5 units/acres, depending on the zoning district. The recently adopted Middle Housing Legislation that goes into effect no later than 2026 will allow the development of approximately 286 homes on the 12.33 acres, if the land use designation is amended to LDR and the properties are annexed into the City.

7. The effect, if any upon other aspects of the Comprehensive Plan.

The Capital Facilities Plan is what provides the framework for the City to provide adequate essential services to the residents and accommodate growth. It is unknown; what if any effect the proposed amendment will have on the operation of the expanded wastewater treatment facility.

PUBLIC COMMENT

Staff has received comments in favor of the proposal from the applicant and property owners within the proposed amendment area. All received public comments are included in Exhibit A-9.

AGENCY COMMENTS

The City of Kennewick Public Works Department submitted concerns about having increased residential density adjacent to its wastewater treatment plant, see Exhibit A-5.

Ziply Fiber stated that prior to developing locates will be needed, see Exhibit A-6.

The Bonneville Power Administration stated that the proposal would not have a direct impact on its facilities, see Exhibit A-7.

The Washington Department of Natural Resources, Washington Geological Survey stated that there are no changes related to mineral resource lands, see Exhibit A-8

ANALYSIS OF REQUEST

This request is to amend the land use designation of 12.33-acres from Industrial to LDR. The proposed land use designation and the Middle Housing Legislation will allow for approximately 286 homes on the properties at the time of annexation. The proposed amendment does not require annexation into the City.

The applicant may remodel or replace the existing home at 331 S Oak Street, no other residential development is proposed for the properties.

The amendment site is not in the Kennewick City Limits, but it is in the City's urban growth area. Since the properties are in the UGA, the City can establish a land use designation for them. All of the properties are under the jurisdiction of the Benton County Development Regulations.

The City is currently in the process of expanding its wastewater treatment plant on N Oak Street. Additionally, the property owner to the north has started the process to operate a rock crushing business on the adjacent property.

Staff is concerned that if additional homes are developed on the properties, they may limit or hinder future expansion or operation of the wastewater treatment plant. It is staff's opinion that industrial and residential uses are not compatible.

The City has an approximate 1,387.2-acre surplus of LDR and an approximate 500-acre deficit for Industrial. The impact to the industrial land supply will most likely be minimal. Pursuant to Table 3: Acres Per Capita – Capital Facilities (public facilities and schools), in 2037 the city will need an additional 215.9-acres for Capital Facilities. When considering the proposed changes to the comprehensive plan and ultimately rezoning the property, other factors and issues must be considered rather than only looking at the immediate issue.

Staff's review to the comprehensive plan has determined that the following goal and policy provides a basis to deny the request:

Industrial Goal 1:

Policy 3. Protect industrial lands from encroachment by incompatible land uses, which would reduce the Economic viability of industrial lands.

Industrial Goal 3: Maintain an adequate amount of industrial land within the City Limits and Urban Growth Boundary.

FINDINGS

1. The applicant is Courtney Raeder, 66511 S Meals Road, Kennewick, WA 99337.
2. The owners are Roy Sitton, Shepard Commercial, LLC, Luis Licea, Enrique Cervantes, Alice Reser, Catherine Raeder, Barbara Mansfield, José and Beatriz Guizar, Robert and Sarah Cassano, and Chantal Nault.
3. The request is to change the land use designation for the subject parcels from Industrial to Low Density Residential.
4. The City received the application on May 1, 2023 and routed it for review to various City Departments and other local, state and federal agencies for comment on June 21, 2023.
5. City water and sewer are adjacent to the properties.
6. S Oak Street and E 3rd Avenue provide access to the properties.
7. The proposed amendment is adjacent to property designated Industrial.
8. The City issued a Determination of Non-Significance on July 11, 2023.
9. No appeal was filed for the Determination of Non-Significance.
10. A public hearing notification sign was posted at the SE corner of the S Oak Street and E 3rd Avenue intersection.
11. The Notice of Public Hearing was published in the Tri-City Herald on September 3, 2023
12. Staff mailed or emailed the hearing notice to property owners within 300 feet of the site and parties of record on August 31, 2023.
13. The proposed amendment will not allow the property to be rezoned to a zoning district that will permit uses that may negatively influence the public health, safety, welfare and protection of the environment.
14. This proposed amendment is consistent with the review/processing requirements of Chapter 36.70A RCW and with the portion of the City's adopted comprehensive plan not affected by the amendment.
15. The proposed amendment does not correct an obvious mapping error.
16. Proposed amendment does not address an identified need in the comprehensive Plan.

CONCLUSIONS

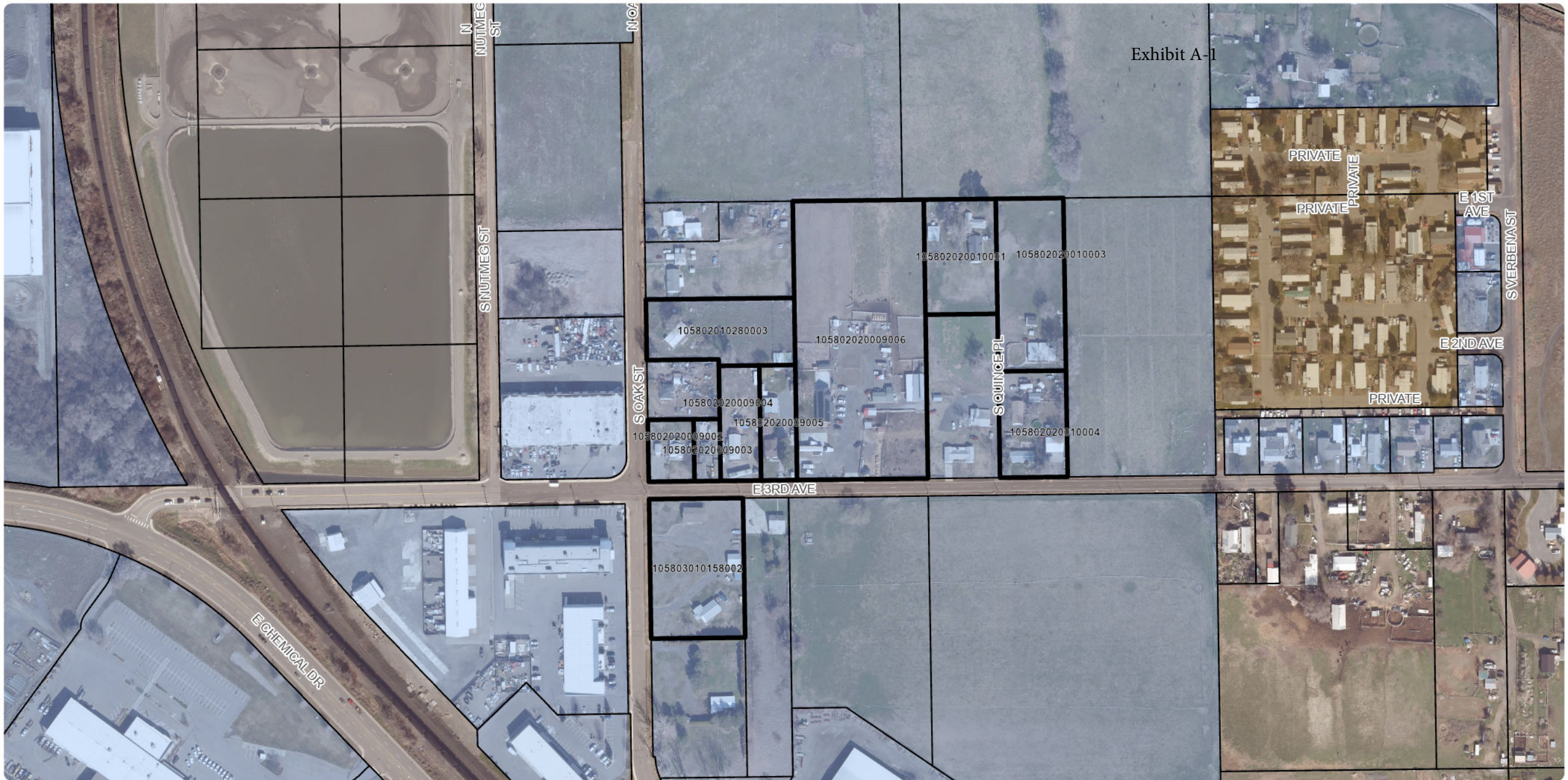
1. Pursuant to Chapter 4.08 of the Kennewick Municipal Code, the lead agency has determined that no mitigating measures are required to reduce probable significant adverse impacts on the environment.
2. The proposed amendment will change the land use designation for the subject sites from Industrial to Low Density Residential.
3. The proposed amendment is not consistent with the City of Kennewick Comprehensive Plan Industrial Goal 1, Policy 3 and Industrial Goal 3.
4. The proposed amendment will permit an increase to residential activities in the immediate area of the industrial properties.
5. Future development of the site(s) has the potential to affect the future development of the City's Waste Water Treaty Facility expansion and the operation of the proposed adjacent rock crushing operation.

Recommendation

Staff recommends that the Planning Commission concur with the findings and conclusions of CPA-2023-0003 contained in the staff report and recommend denial to City Council.

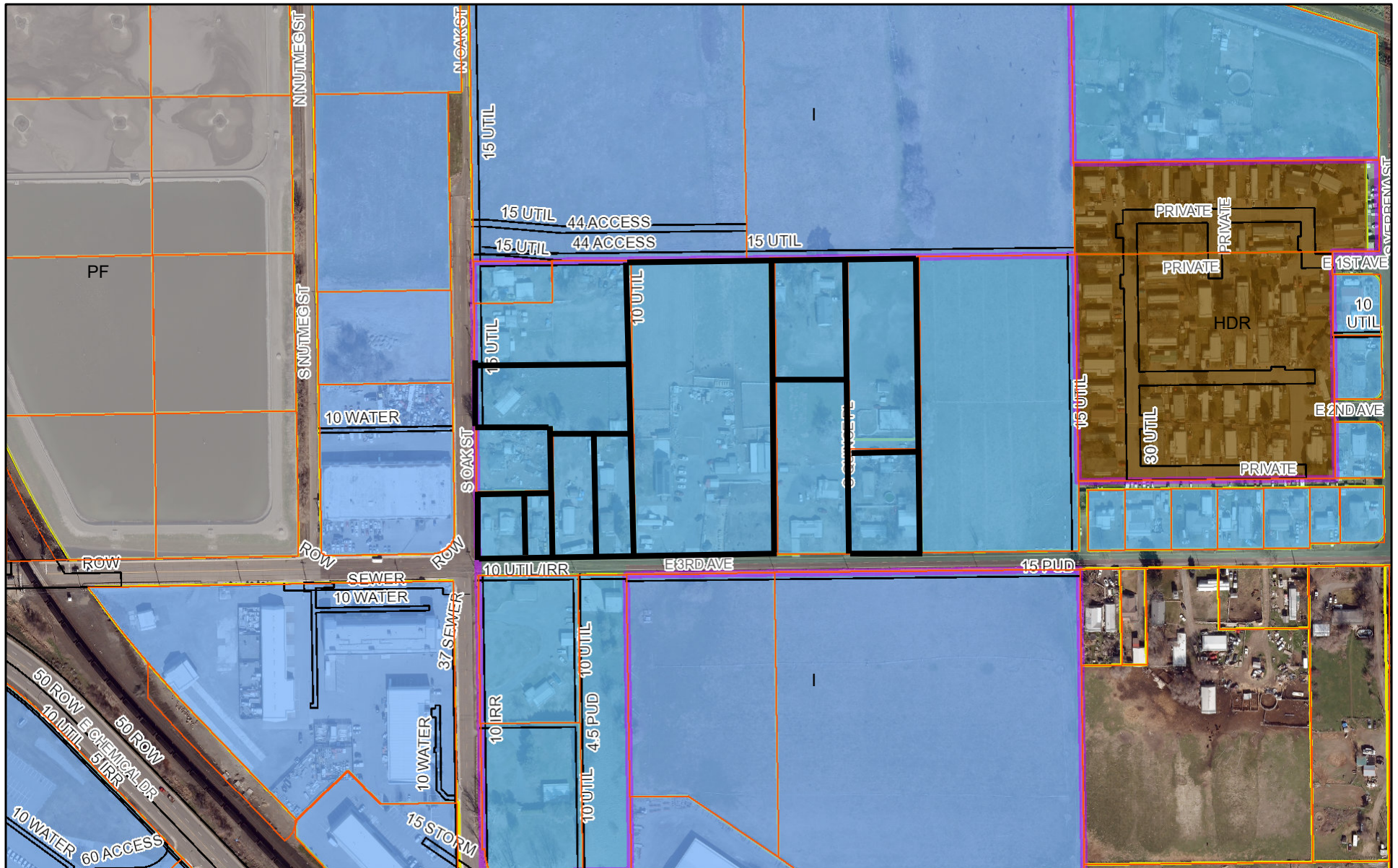
Motion

I move that the Planning Commission concur with the findings and conclusions of CPA-2023-0003 contained in the staff report and recommend to City Council denial of the request.



CPA-2023-0003

- | | | |
|---|--|---|
|  COMMERCIAL |  LOW DENSITY RESIDENTIAL |  OPEN SPACE |
|  HIGH DENSITY RESIDENTIAL |  MEDIUM DENSITY RESIDENTIAL |  PUBLIC FACILITY |
|  INDUSTRIAL |  MIXED | |



September 6, 2023 This plan is suitable for informational use only. City of Kennewick accepts no liability for any error whatsoever.

CountyParcelLayer **SurveyAddressPoint**

StreetName

- <all other values>

 Apartment



Building



Condo



Mobile Home

Parcel

SurveyEasementPoint

SurveyEasement



1 inch = 300 feet

0 0.0275 0.055 0.11 mi

0	0.0425	0.085	0.17 km
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Sources: Esri, HERE, Garmin, Intermap, increment P Corp.,

**CITY OF KENNEWICK
COMMUNITY PLANNING & DEVELOPMENT SERVICES
APPLICATION (general form)**

PROJECT # _____ - _____ PLN- _____ - _____ FEE \$ _____

Please completely fill out this form and return it to Community Planning & Development Services, PO Box 6108, Kennewick, WA 99336, along with the application fee (see fee schedule). Attach a copy of the checklist for the land use application you are submitting. The application submittal must contain all of the information requested on the checklist in order to be processed. **Incomplete applications will not be accepted.**

Check one of the following for the type of application you are submitting:

Site Plan Tier 1 ☐ Tier 2 ☐ Tier 3 ☐ Binding Site Plan ☐

Short Plat ☐ Conditional Use ☐ Other _____

Environmental Determination PLN- _____ - _____ Pre Application Meeting PLN- _____ - _____

Applicant: Courtney Raeder

Address: 66511 S Meals Rd Kennewick, WA 99337

Telephone: (509) 591-2921 Cell Phone: _____ Fax: _____ E-mail csraeder217@gmail.com

Property Owner (if other than applicant): Please see the attached pages for each property included in this application.

Address: _____

Telephone: _____ Cell Phone: _____ E-mail _____

SITE INFORMATION

Parcel No. _____ Acres _____ Zoning: _____

Address of property: _____

Number of Existing Parking Spaces _____ Number of Proposed (New) Parking Spaces _____

Present use of property _____

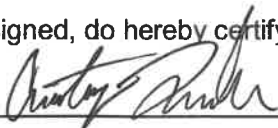
Size of existing structure: _____ sq. ft. Size of Proposed addition/New structure: _____ sq. ft.

Height of building: _____ Cubic feet of excavation: _____ Cost of new construction _____

Benton County Assessor Market Improvement Value: _____

Description of Project: _____

I, the undersigned, do hereby certify that, to the best of my knowledge, the information provided above is true and correct.


Applicant's Signature

Signature of owner or owner's authorized representative

Date: 4-30-23

CITY OF KENNEWICK
COMMUNITY PLANNING & DEVELOPMENT SERVICES
APPLICATION (general form)

PROJECT # _____ - _____ PLN- _____ - _____ FEE \$ _____

Please completely fill out this form and return it to Community Planning & Development Services, PO Box 6108, Kennewick, WA 99336, along with the application fee (see fee schedule). Attach a copy of the checklist for the land use application you are submitting. The application submittal must contain all of the information requested on the checklist in order to be processed. **Incomplete applications will not be accepted.**

Check one of the following for the type of application you are submitting:

Site Plan Tier 1 ☐ Tier 2 ☐ Tier 3 ☐ Binding Site Plan ☐

Short Plat ☐ Conditional Use ☐ Other Land use designation change

Environmental Determination PLN- _____ - _____ Pre Application Meeting PLN- _____ - _____

Applicant: Courtney Raeder

Address: 66511 S Meals Rd Kennewick, WA 99337

Telephone: (509) 591-2921 Cell Phone: _____ Fax: _____ E-mail CSraeder217@gmail.com

Property Owner (if other than applicant): Catherine Raeder

Address: 331 South Oak St Kennewick, WA 99337

Telephone: (509) 582-8461 Cell Phone: _____ E-mail: _____

SITE INFORMATION

Parcel No. 105803010158002 Acres 1.58 Zoning: County ? Light Industrial

Address of property: 331 S Oak St Kennewick, WA 99337

Number of Existing Parking Spaces N/A Number of Proposed (New) Parking Spaces N/A

Present use of property Residential Home

Size of existing structure: 1,470.00 sq. ft. Size of Proposed addition/New structure: N/A sq. ft.

Height of building: N/A Cubic feet of excavation: N/A Cost of new construction N/A

Benton County Assessor Market Improvement Value: _____

Description of Project: No project. This application is being submitted to ask that the land use designation be changed from industrial to residential based on the current use of the property.

I, the undersigned, do hereby certify that, to the best of my knowledge, the information provided above is true and correct.

Catherine Raeder
 Applicant's Signature

Catherine Raeder
 Signature of owner or owner's authorized representative

Date: April 20, 2023

**CITY OF KENNEWICK
COMMUNITY PLANNING & DEVELOPMENT SERVICES
APPLICATION (general form)**

PROJECT # _____ - _____ PLN- _____ - _____ FEE \$ _____

Please completely fill out this form and return it to Community Planning & Development Services, PO Box 6108, Kennewick, WA 99336, along with the application fee (see fee schedule). Attach a copy of the checklist for the land use application you are submitting. The application submittal must contain all of the information requested on the checklist in order to be processed. **Incomplete applications will not be accepted.**

Check one of the following for the type of application you are submitting:

Site Plan Tier 1 ☐ Tier 2 ☐ Tier 3 ☐ Binding Site Plan ☐

Short Plat ☐ Conditional Use ☐ Other Land use designation change

Environmental Determination PLN- _____ - _____ Pre Application Meeting PLN- _____ - _____

Applicant: Courtney Raeder

Address: 66511 S Meals Rd Kennewick, WA 99337

Telephone: (509) 591-2921 Cell Phone: _____ Fax: _____ E-mail csraeder212@gmail.com

Property Owner (if other than applicant): Alice Reser

Address: 81511 E. 3rd AVE Kennewick, WA 99337

Telephone: 509-586-1421 Cell Phone: _____ E-mail _____

SITE INFORMATION

Parcel No. 105802020009002 Acres .44 Zoning: County? Light Industrial

Address of property: 1511 E 3rd Ave Kennewick, WA 99337

Number of Existing Parking Spaces N/A Number of Proposed (New) Parking Spaces N/A

Present use of property Residential Home

Size of existing structure: 963 sq. ft. Size of Proposed addition/New structure: N/A sq. ft.

Height of building: N/A Cubic feet of excavation: N/A Cost of new construction N/A

: _____

Description of Project: No project. This application is being submitted to ask that the land use designation be changed from industrial to residential based on the current use of the property.

I, the undersigned, do hereby certify that, to the best of my knowledge, the information provided above is true and correct.

Applicant's Signature

Signature of owner or owner's authorized representative

Date: 4-15-23

CITY OF KENNEWICK
COMMUNITY PLANNING & DEVELOPMENT SERVICES
APPLICATION (general form)

PROJECT # _____ - _____ PLN- _____ - _____ FEE \$ _____

Please completely fill out this form and return it to Community Planning & Development Services, PO Box 6108, Kennewick, WA 99336, along with the application fee (see fee schedule). Attach a copy of the checklist for the land use application you are submitting. The application submittal must contain all of the information requested on the checklist in order to be processed. **Incomplete applications will not be accepted.**

Check one of the following for the type of application you are submitting:

Site Plan Tier 1 ☐ Tier 2 ☐ Tier 3 ☐ Binding Site Plan ☐

Short Plat ☐ Conditional Use ☐ Other Land use designation change

Environmental Determination PLN- _____ - _____ Pre Application Meeting PLN- _____ - _____

Applicant: Courtney Raeder

Address: 66511 S Meals Rd Kennewick, WA 99357

Telephone: (509) 991-2921 Cell Phone: _____ Fax: _____ E-mail csraeder217@gmail.com

Property Owner (if other than applicant): Luis Licea

Address: 1411 E. 3rd Ave Kennewick WA 99337

Telephone: _____ Cell Phone: _____ E-mail _____

SITE INFORMATION

Parcel No. ~~10980202~~ 109802020009003 Acres .22 Zoning: Light Industrial County: _____

Address of property: 1411 E 3rd Ave Kennewick, WA 99337

Number of Existing Parking Spaces N/A Number of Proposed (New) Parking Spaces N/A

Present use of property Residential Home

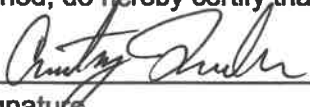
Size of existing structure: 676 sq. ft. Size of Proposed addition/New structure: N/A sq. ft.

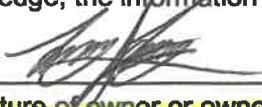
Height of building: N/A Cubic feet of excavation: N/A Cost of new construction N/A

Benton County Assessor Market Improvement Value: _____

Description of Project: No project. This application is being submitted to ask that the land use designation be changed from industrial to residential based on the current use of the property.

I, the undersigned, do hereby certify that, to the best of my knowledge, the information provided above is true and correct.

Applicant's Signature 

Signature of owner or owner's authorized representative 

Date: 2/16/2023

**CITY OF KENNEWICK
COMMUNITY PLANNING & DEVELOPMENT SERVICES
APPLICATION (general form)**

PROJECT # _____ - _____ PLN- _____ - _____ FEE \$ _____

Please completely fill out this form and return it to Community Planning & Development Services, PO Box 6108, Kennewick, WA 99336, along with the application fee (see fee schedule). Attach a copy of the checklist for the land use application you are submitting. The application submittal must contain all of the information requested on the checklist in order to be processed. **Incomplete applications will not be accepted.**

Check one of the following for the type of application you are submitting:

Site Plan Tier 1 ☐ Tier 2 ☐ Tier 3 ☐ Binding Site Plan ☐

Short Plat ☐ Conditional Use ☐ Other Land use designation change

Environmental Determination PLN- _____ - _____ Pre Application Meeting PLN- _____ - _____

Applicant: Courtney Raeder

Address: 66511 S Meals Rd Kennewick, WA 99337

Telephone: (509) 911-2921 Cell Phone: _____ Fax: _____ E-mail csraeder217@gmail.com

Property Owner (if other than applicant): Jose And Beatriz Guizar

Address: 1543 E. 3rd Ave Kennewick, WA 99337

Telephone: (509) 308-1823 Cell Phone: _____ E-mail _____

SITE INFORMATION

Parcel No. 105802020009005 Acres .48 Zoning: Light Industrial County: !

Address of property: 1543 E 3rd Ave Kennewick, WA 99337

Number of Existing Parking Spaces N/A Number of Proposed (New) Parking Spaces N/A

Present use of property Residential Home

Size of existing structure: 1008 sq. ft. Size of Proposed addition/New structure: N/A sq. ft.

Height of building: N/A Cubic feet of excavation: N/A Cost of new construction N/A

Description of Project: No project. This application is being submitted to ask that the land use designation be changed from industrial to residential based on the current use of the property.

I, the undersigned, do hereby certify that, to the best of my knowledge, the information provided above is true and correct.

Applicant's Signature

Date: 4-15-23

Signature of owner or owner's authorized representative

Jose F. Guizar Beatriz R. Guizar
(Beatriz)

**CITY OF KENNEWICK
COMMUNITY PLANNING & DEVELOPMENT SERVICES
APPLICATION (general form)**

PROJECT # _____ - _____ PLN- _____ - _____ FEE \$ _____

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Check one of the following for the type of application you are submitting:

Site Plan Tier 1 ☐ Tier 2 ☐ Tier 3 ☐ Binding Site Plan ☐

Short Plat ☐ Conditional Use ☐ Other Land use designation change

Environmental Determination PLN- _____ - _____ Pre Application Meeting PLN- _____ - _____

Applicant: Courtney Raeder

Address: 66511 S Meals Rd Kennewick, WA 99337

Telephone: (509) 591-2921 Cell Phone: _____ Fax: _____ E-mail csraeder217@gmail.com

Property Owner (if other than applicant): Barbara A. Mansfield

Address: 203 S. Quince Pl. Kennewick, WA 99337

Telephone: (509) 492-1243 Cell Phone: _____ E-mail _____

SITE INFORMATION

Parcel No. 105 802020010003 Acres 1.39 Zoning: Light Industrial County: ?

Address of property: 203 S Quince Pl Kennewick, WA 99337

Number of Existing Parking Spaces N/A Number of Proposed (New) Parking Spaces N/A

Present use of property Residential Home

Size of existing structure: 1428 sq. ft. Size of Proposed addition/New structure: N/A sq. ft.

Height of building: N/A Cubic feet of excavation: N/A Cost of new construction N/A

Benton County Assessor Market Improvement Value: _____

Description of Project: No project. This application is being submitted to ask that the land use designation be changed from industrial to residential based on the current use of the property.

I, the undersigned, do hereby certify that, to the best of my knowledge, the information provided above is true and correct.

Applicant's Signature

Signature of owner or owner's authorized representative

Date: 4/15/23

CITY OF KENNEWICK
COMMUNITY PLANNING & DEVELOPMENT SERVICES
APPLICATION (general form)

PROJECT # _____ - _____ PLN- _____ - _____ FEE \$ _____

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Check one of the following for the type of application you are submitting:

Site Plan Tier 1 ☐ Tier 2 ☐ Tier 3 ☐ Binding Site Plan ☐

Short Plat ☐ Conditional Use ☐ Other Land use designation change

Environmental Determination PLN- _____ - _____ Pre Application Meeting PLN- _____ - _____

Applicant: Courtney Raeder

Address: 66511 S Meals Rd Kennewick, WA 99337

Telephone: (509) 941-2921 Cell Phone: _____ Fax: _____ E-mail csraeder217@gmail.com

Property Owner (if other than applicant): Robert & Sarah Cassano

Address: 1531 E. 3rd Ave. Kennewick, WA 99337

Telephone: 509-851-1192 Cell Phone: _____ E-mail Sarahcassano76@gmail.com

SITE INFORMATION

Parcel No. 105802020009004 Acres .5 Zoning: County 3 Light Industrial

Address of property: 1531 E. 3rd Ave. Kennewick, WA 99337

Number of Existing Parking Spaces N/A Number of Proposed (New) Parking Spaces N/A

Present use of property Primary residence

Size of existing structure: 1034 sq. ft. Size of Proposed addition/New structure: N/A sq. ft.

Height of building: N/A Cubic feet of excavation: N/A Cost of new construction N/A

Benton County Assessor Market Improvement Value: _____

Description of Project: No project. This application is being submitted to ask that the land use designation be changed from industrial to residential based on the current use of the property.

I, the undersigned, do hereby certify that, to the best of my knowledge, the information provided above is true and correct.

Sarah Cassano
 Applicant's Signature Courtney Raeder

Sarah Cassano
 Signature of owner or owner's authorized representative

Date: 4/15/23

**CITY OF KENNEWICK
COMMUNITY PLANNING & DEVELOPMENT SERVICES
APPLICATION (general form)**

PROJECT # _____ - _____ PLN- _____ - _____ FEE \$ _____

Please completely fill out this form and return it to Community Planning & Development Services, PO Box 6108, Kennewick, WA 99336, along with the application fee (see fee schedule). Attach a copy of the checklist for the land use application you are submitting. The application submittal must contain all of the information requested on the checklist in order to be processed. **Incomplete applications will not be accepted.**

Check one of the following for the type of application you are submitting:

Site Plan Tier 1 ☐ Tier 2 ☐ Tier 3 ☐ Binding Site Plan ☐

Short Plat ☐ Conditional Use ☐ Other Land use designation change

Environmental Determination PLN- _____ - _____ Pre Application Meeting PLN- _____ - _____

Applicant: Courtney Raeder

Address: 66511 S Meals Rd Kennewick, WA 99337

Telephone: (509) 591-2921 Cell Phone: _____ Fax: _____ E-mail: csraeder217@gmail.com

Property Owner (if other than applicant): Roy L Sutton

Address: 102 So. Quince Pl. Kennewick, WA 99337

Telephone: 509-586-1845 Cell Phone: 509-528-5950 E-mail: _____

SITE INFORMATION

Parcel No. 105802020010001 Acres 1.00 Zoning: County 3 Light Industrial

Address of property: 102 S Quince Pl Kennewick, WA 99337

Number of Existing Parking Spaces N/A Number of Proposed (New) Parking Spaces N/A

Present use of property Residential Home

Size of existing structure: 1464.5 sq. ft. Size of Proposed addition/New structure: N/A sq. ft.

Height of building: N/A Cubic feet of excavation: N/A Cost of new construction N/A

Benton County Assessor Market Improvement Value: _____

Description of Project: No project. This application is being submitted to ask that the land use designation be changed from industrial to residential based on the current use of the property.

I, the undersigned, do hereby certify that, to the best of my knowledge, the information provided above is true and correct.

Applicant's Signature

Signature of owner or owner's authorized representative

Date: 2-20-2023

**CITY OF KENNEWICK
COMMUNITY PLANNING & DEVELOPMENT SERVICES
APPLICATION (general form)**

PROJECT # _____ - _____ PLN- _____ - _____ FEE \$ _____

Please completely fill out this form and return it to Community Planning & Development Services, PO Box 6108, Kennewick, WA 99336, along with the application fee (see fee schedule). Attach a copy of the checklist for the land use application you are submitting. The application submittal must contain all of the information requested on the checklist in order to be processed. **Incomplete applications will not be accepted.**

Check one of the following for the type of application you are submitting:

Site Plan Tier 1 ☐ Tier 2 ☐ Tier 3 ☐ Binding Site Plan ☐

Short Plat ☐ Conditional Use ☐ Other Land use designation change

Environmental Determination PLN- _____ - _____ Pre Application Meeting PLN- _____ - _____

Applicant: Carthney Raeder

Address: 66511 S Meals Rd Kennewick, WA 99337

Telephone: (509) 941-2921 Cell Phone: _____ Fax: _____ E-mail: csraeder217@gmail.com

Property Owner (if other than applicant): Shepard Commercial, LLC

2 places: ① Address: 207 S Quince Pl Kennewick WA 99336 ② 1621 E 3rd Ave
Kennewick WA 99336

Telephone: 509 528 5765 Cell Phone: 509 539 3158 E-mail: tinat@shep@yahoo.com

SITE INFORMATION

Parcel No. 105802020010004 Acres .87 Zoning: Light Industrial County: _____

Address of property: 207 S Quince Pl Kennewick, WA 99336 / 1621 E 3rd Ave Kennewick, WA 99336

Number of Existing Parking Spaces N/A Number of Proposed (New) Parking Spaces N/A

Present use of property Residential Home

Size of existing structure: 1338 sq. ft. Size of Proposed addition/New structure: N/A sq. ft.

Height of building: N/A Cubic feet of excavation: N/A Cost of new construction N/A

Benton County Assessor Market Improvement Value: _____

Description of Project: No project. This application is being submitted to ask that the land use designation be changed from industrial to residential based on the current use of the property.

I, the undersigned, do hereby certify that, to the best of my knowledge, the information provided above is true and correct.

Shepard Commercial, LLC
Applicant's Signature Carthney Raeder

Shepard Commercial, LLC
Signature of owner or owner's authorized representative

Date: 3-17-23

CITY OF KENNEWICK
COMMUNITY PLANNING & DEVELOPMENT SERVICES
APPLICATION (general form)

PROJECT # _____ - _____ PLN- _____ - _____ FEE \$ _____

Please completely fill out this form and return it to Community Planning & Development Services, PO Box 6108, Kennewick, WA 99336, along with the application fee (see fee schedule). Attach a copy of the checklist for the land use application you are submitting. The application submittal must contain all of the information requested on the checklist in order to be processed. **Incomplete applications will not be accepted.**

Check one of the following for the type of application you are submitting:

Site Plan Tier 1 ☐ Tier 2 ☐ Tier 3 ☐ Binding Site Plan ☐

Short Plat ☐ Conditional Use ☐ Other Land use designation change

Environmental Determination PLN- _____ - _____ Pre Application Meeting PLN- _____ - _____

Applicant: Courtney Raeder

Address: 66511 S Meals Rd Kennewick, WA 99337

Telephone: (509) 991-2921 Cell Phone: _____ Fax: _____ E-mail: csrader217@gmail.com

Property Owner (if other than applicant): Enrique Cervantes

Address: 1601 E 3rd Ave Kennewick, WA 99337

Telephone: (509) 947-3272 Cell Phone: _____ E-mail: _____

SITE INFORMATION

Parcel No. 105802020009006 Acres 4.70 Zoning: County: Light Industrial

Address of property: 1601 E 3rd Ave Kennewick, WA 99337

Number of Existing Parking Spaces N/A Number of Proposed (New) Parking Spaces N/A

Present use of property Residential Home

Size of existing structure: 2,640 sq. ft. Size of Proposed addition/New structure: N/A sq. ft.

Height of building: N/A Cubic feet of excavation: N/A Cost of new construction N/A

: _____

Description of Project: No project. This application is being submitted to ask that the land use designation be changed from industrial to residential based on the current use of the property.

I, the undersigned, do hereby certify that, to the best of my knowledge, the information provided above is true and correct.

Applicant's Signature

Signature of owner or owner's authorized representative

Date: 4/15/23

CITY OF KENNEWICK
COMMUNITY PLANNING & DEVELOPMENT SERVICES
APPLICATION (general form)

PROJECT # _____ - _____ PLN- _____ - _____ FEE \$ _____

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Check one of the following for the type of application you are submitting:

Site Plan Tier 1 ☐ Tier 2 ☐ Tier 3 ☐ Binding Site Plan ☐

Short Plat ☐ Conditional Use ☐ Other Land use designation change

Environmental Determination PLN- _____ - _____ Pre Application Meeting PLN- _____ - _____

Applicant: Carthney Raeder

Address: 66511 S Meals Rd Kennewick, WA 99337

Telephone: (509) 591-2921 Cell Phone: _____ Fax: _____ E-mail csraeder217@gmail.com

Property Owner (if other than applicant): Ryan Nourse

Address: 2055 Oak St Kennewick, WA 99337

Telephone: 509 438 8850 Cell Phone: _____ E-mail _____

SITE INFORMATION

Robert Nourse 208 576 1587 County: Benton
Parcel No. 105802010280003 Acres 1.15 Zoning: Light Industrial

Address of property: 205 S Oak St Kennewick, WA 99337

Number of Existing Parking Spaces N/A Number of Proposed (New) Parking Spaces N/A

Present use of property Residential Home

Size of existing structure: 1680 sq. ft. Size of Proposed addition/New structure: N/A sq. ft.

Height of building: N/A Cubic feet of excavation: N/A Cost of new construction N/A

Benton County Assessor Market Improvement Value: _____

Description of Project: No project. This application is being submitted to ask that the land use designation be changed from industrial to residential based on the current use of the property.

I, the undersigned, do hereby certify that, to the best of my knowledge, the information provided above is true and correct.

Applicant's Signature Carthney Raeder

Ryan Nourse
Signature of owner or owner's authorized representative

Date: 4/13/23

Comprehensive Plan Amendment Supplemental Information

The following questions will be reviewed by both the Planning Commission and City Council as a means of assisting in their consideration of the Comprehensive Plan Amendment request. Use additional pages if necessary.

1. State the requested amendment:

I am asking that the properties included in this amendment application have their land use designation changed from industrial to residential.

2. What are the reasons for the requested amendment:

The land use designation of industrial has caused Benton County to rezone these properties from residential to light industrial because these properties are included in the City of Kennewick urban grown area and their zoning must be compatible with the land use designation in the comprehensive plan. Although these properties are already residential properties and always have been used as residential properties (in my Grandma's case for almost 50 years), the Benton County's non-conforming use code severely limits how these property owners are allowed to use their property. Changing the land use designation to residential will make it possible for Benton County to rezone these properties back to a more appropriate residential zoning.

3. Which elements of the Comprehensive Plan will be affected and how. Include detailed information on the provision of utilities such as water, sewer, power, etc., and how such utilities correspond with the City's various utility plans. Detailed information must also be submitted regarding what effect the proposed change will have on such services as fire, police, parks, schools, etc:

Nothing will be changed or affected outside of the land use designation. There is no change in utilities or services.

4. Indicate how the requested amendment will implement the Comprehensive Plan and be in the best interest of the Kennewick area, reference specific Comprehensive Plan policies that will be implemented:

There won't be a change to the Kennewick area, but to the owners of the properties it makes a huge difference. Right now the owners of these properties can't update their homes, add an outbuilding, and wouldn't even be permitted to rebuild a shop or garage if it were to burn down due to the Benton County light industrial zoning and non-conforming use code.

5. Include any other substantiated information in support of the requested amendment:

Please see attached page labeled, Comprehensive Plan Amendment Supplemental Information - Question 5.

Comprehensive Plan Amendment Supplemental Information – Question 5

5. I have spoken to many people within the city and county about why these properties were rezoned and why there seems to be so much pushback against getting them zoned back to residential. Basically, it comes down to the sewage treatment plant and the planned expansion. I understand if you don't live in this area how that can seem like a valid reason, but the sewage treatment plant goes completely unnoticed most days. It's not a daily threat, it just smells bad from time to time. Residential homes being mixed into industrial areas isn't a new thing. There are plenty of examples throughout Benton County of homes being near places where it may not be considered ideal. A couple of examples are the homes in finely near the chemical plants on E Lechelt Rd and E SR 397/Chemical Rd which have hazardous chemicals and can smell like sulfur or the homes that have a train track practically going through their backyard. I spent a lot of my childhood with my grandparents, so I grew up in this neighborhood as well. Not once did the sewage treatment plant become anything more than an occasional smelly nuisance. It's nothing more than a barking dog or annoyingly nosy neighbor. Well, it's actually probably significantly less of a nuisance than that. The businesses and the sewage treatment plant should not cause an industrial land use designation on the homes around them. It's no different than living next to a gas station or a business in town. Does it come with some annoyances? Yes, but it's not a big deal. There are people who have lived here for well over 20 years, and a couple of people, my grandma included, for 50 or more years and they are being denied the opportunity to build, add on, and fix their homes due to the land use designation and zoning.

While making this decision I ask that you put yourself in the shoes of these homeowners. A home is something you quite literally work your entire life for. It's no secret that this situation is unfair, that fact is obvious, but it is an unfair situation that can be corrected. The actual land use won't be changed with this amendment, it's only the land use designation label. The properties are already being used, sold, and bought as residential properties. With the residential land use designation, Benton County will be able to rezone these properties from light industrial back to residential, removing the unfair restrictions placed on these properties.



**CITY OF KENNEWICK
DETERMINATION OF NON-SIGNIFICANCE**

FILE/PROJECT NUMBER: ED-2023-0014

DESCRIPTION OF PROPOSAL: To change the land use designation of 12.33 acres, acres from Industrial to Low Density Residential. With the potential to add an additional 3.79 acres for a total of 16.12 acres.

PROPONENT: Courtney Raeder, 66511 S Meals Drive, Kennewick, WA 99337

LOCATION OF PROPOSAL, INCLUDING STREET ADDRESS, IF ANY: 205 & 331 S Oak Street, 102, 203 & 207 S Quince Place and 1411, 1511, 1531, 1543 and 1601 E 3rd Avenue. With the potential to add 201, 203 and 211 S Oak and 1619 E 3rd to the proposal.

LEAD AGENCY: City of Kennewick

DETERMINATION: The City of Kennewick has determined that this proposal does not have a probable significant adverse impact on the environment. An Environmental Impact Statement (EIS) will not be required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the City. This information is available to the public on request. Application for other required permits may require further review under SEPA procedures.

☒ There is no comment period for this DNS.

☐ This DNS is issued after using the optional DNS process in WAC 197-11-355. There is no further comment period on the DNS.

☐ This DNS is issued under 197-11-340(2); the City will not act on this proposal for fifteen days from the date below. Comments must be submitted by _____. After the review period has elapsed, all comments received will be evaluated and the DNS will be retained, modified, or withdrawn as required by SEPA regulations.

RESPONSIBLE OFFICIAL: Anthony Muai, AICP

POSITION/TITLE: Planning Director

ADDRESS: 210 W 6th Ave., P.O. Box 6108, Kennewick, WA 99336

PHONE: (509) 585-4386

☐ Changes, modifications and/or additions to the checklist have been made on the attached Environmental Checklist Review.

This DNS is subject to the attached conditions:

☒ No conditions.

☐ See attached condition(s).

Date: July 11, 2023

Signature: _____

Appeal: An appeal of this determination must be submitted to the Community Planning Department within fourteen (14) calendar days after the date issued and no later than 5 p.m. This appeal must be written and make specific factual objections to the City's threshold determination. Appeals shall be conducted in conformance with Section 4.12.090(9) of the Kennewick Municipal Code and the required fees pursuant to the City's adopted Fee Schedule shall be paid at time of appeal submittal.

Copies of this DNS were mailed to:

Dept. of Ecology
WA Dept. of Fish & Wildlife
WSDOT
Yakama Nation
CTUIR
ED-2023-0014 File

From: [John Cowling](#)
To: [Steve Donovan](#)
Cc: [Jeremy Lustig](#); [Cary Roe](#); [Caleb Shannon](#)
Subject: RE: CPA-2023-0003
Date: Tuesday, May 23, 2023 7:49:08 AM

Steve,

Can you add the following from Public Works:

Public Works has reviewed the location of the proposed Comprehensive Plan Amendment changing properties East of the Wastewater Treatment Plant from Industrial to Low Density Residential. The subject properties are adjacent to City owned property reserved for future expansions of the Wastewater Treatment Plant. The City is currently working on the design phase to address odor concerns with the existing Wastewater Treatment Plant lagoon system. Although these plans will help address odors, future plant expansion to the east will increase noise to these adjacent properties. Rezoning to residential would be less compatible with existing use and future expansion of the Wastewater Treatment Plant.

Thanks

John A. Cowling, PE

City of Kennewick

Deputy Public Works Director

O: 509.585.4301 | F: 509.585.9811

john.cowling@ci.kennewick.wa.us

This communication (and any reply) is subject to the public records act, RCW 42.56. The City of Kennewick is committed to transparency in government and we will provide our customers the fullest assistance possible when they request access to public records. Individuals wishing to obtain public records shall submit their requests in accordance with the [City's Public Records Policy](#).

From: Steve Donovan <Steve.Donovan@ci.kennewick.wa.us>
Sent: Tuesday, May 23, 2023 7:15 AM
To: John Cowling <John.Cowling@ci.kennewick.wa.us>
Subject: RE: CPA-2023-0003

John,

Attached are the comments from 2020.

This years proposed Comprehensive Plan Amendment is to the change the land use designation from Industrial to Low Density Residential.

Thanks,

Steve

From: John Cowling <John.Cowling@ci.kennewick.wa.us>
Sent: Tuesday, May 23, 2023 7:11 AM
To: Steve Donovan <Steve.Donovan@ci.kennewick.wa.us>
Subject: CPA-2023-0003

Morning Steve,

Do you have the comments we had for the previous rezone? Thanks

John A. Cowling, PE

City of Kennewick

Deputy Public Works Director

O: 509.585.4301 | F: 509.585.9811

john.cowling@ci.kennewick.wa.us

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From: [Gonzalez, Homero](#)
To: [Matt Halitsky](#)
Subject: RE: City of Kennewick CPA-2023-0003, ED-2023-0014
Date: Friday, June 23, 2023 7:15:21 AM
Attachments: [image002.png](#)
[image008.png](#)
[image010.png](#)
[image011.png](#)
[image012.png](#)
[image001.png](#)

Matt,

ZiPLY has existing facilities withing right of way and if any dig work would be needed prior to starting locates would be needed.

Thank you,

Homero Gonzalez, OSP Engineer
509.736.3734 (o)
Homero.gonzalez@ziPLY.com
ziPLYfiber.com



From: Matt Halitsky <Matt.Halitsky@ci.kennewick.wa.us>
Sent: Thursday, June 22, 2023 4:52 PM
To: Ashley M. Morton <AshleyMorton@ctuir.org>; Ben Franklin Transit - Bill Barlow <bbarlow@bft.org>; Ben Franklin Transit - Kevin Sliger <ksliger@bft.org>; Benton Clean Air Authority - Tyler Thompson <tyler.thompson@bentoncleanair.org>; Benton Clean Air John Lyle <john.lyle@bentoncleanair.org>; Benton Franklin Health Dept. - Erin Hockaday <erint@bfhd.wa.gov>; Benton Franklin Health Dept. - Sean Domagalski <seand@bfhd.wa.gov>; Benton Franklin Health Dept. - Jack Howard <Jack.howard@bfhd.wa.gov>; Benton PUD - engineering services <engservice@bentonpud.org>; Benton PUD - Jeff Vosahlo <vosahloj@bentonpud.org>; Benton PUD Chad Brooks <brooksc@bentonpud.org>; Benton PUD Evan Edwards <edwardse@bentonpud.org>; Benton PUD Shanna Everson <eversons@bentonpud.org>; Benton PUD Tina Glines <glinest@bentonpud.org>; BPA - Deborah Rodgers <dxrodders@bpa.gov>; BPA - Nicole Cummings <NMCummings@bpa.gov>; Cascade Gas James Thomas <james.thomas@cngc.com>; Cascade Natural Gas - Sara Pineda <sara.pineda@cngc.com>; Cascade Natural Gas- Arnie Garza <arnie.garza@cngc.com>; Casey Barney <Casey_Barney@Yakama.com>; Charter - Junior Campos <junior.campos@charter.com>; Charter-Ryan Sams <Ryan.Sams@charter.com>; Columbia Irrigation District <cid@columbiairrigation.com>; Dept of Arhaeology and Historic Preservation (sepa@dahp.wa.gov) <sepa@dahp.wa.gov>; Dept of Fish & Wildlife <harvepjh@dfw.wa.gov>; Dept of Natural Resources SEPA Center <sepacenter@dnr.wa.gov>; Dustin Fisk - Kennewick School District (dustin.fisk@ksd.org) <dustin.fisk@ksd.org>; Greg Wendt (Greg.Wendt@co.benton.wa.us)

From: [Rodgers,Deborah \(CONTR\) - TERR-TRI CITIES RMHQ](#)
To: [Matt Halitsky](#)
Cc: [Cummings,Nicole M \(BPA\) - TERR-TRI CITIES RMHQ](#)
Subject: RE: [EXTERNAL] City of Kennewick CPA-2023-0003, ED-2023-0014
Date: Wednesday, July 5, 2023 4:08:18 PM
Attachments: [image001.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image008.png](#)

Matt,

Bonneville Power Administration's (BPA) has had the opportunity to review City of Kennewick CPA-2023-0003, ED-2023-0014, to change the land use designation of 12.33 acres from INDUSTRIAL (I) to LOW DENSITY RESIDENTIAL (LDR), located at 205 & 331 S Oak Street; 102, 203 & 207 S Quince Place; and 1411, 1511, 1531, 1543 & 1601 E 3rd Avenue, in Unincorporated Benton County, WA.

In researching our records, we have found that this proposal will not directly impact BPA facilities approximately 1 mile from the subject property. BPA does not have any objections to the approval of this request at this time.

If you have any questions or need additional information, please feel free to contact Nicole Cummings at (509) 542-5499 or by email at nmcummings@bpa.gov.

Thank you for the opportunity to review this application.


Deborah Rodgers
Realty Technician Contractor
2211 North Commercial Avenue, Pasco, WA 99301
Bonneville Power Administration | TERR/Tri-Cities-RMHQ
Real Property Field Services | P 509.544.4749
dxrogers@bpa.gov

From: Matt Halitsky <Matt.Halitsky@ci.kennewick.wa.us>
Sent: Thursday, June 22, 2023 4:52 PM
To: Ashley M. Morton <AshleyMorton@ctuir.org>; Ben Franklin Transit - Bill Barlow <bbarlow@bft.org>; Ben Franklin Transit - Kevin Sliger <ksliger@bft.org>; Benton Clean Air Authority - Tyler Thompson <tyler.thompson@bentoncleanair.org>; Benton Clean Air John Lyle <john.lyle@bentoncleanair.org>; Benton Franklin Health Dept. - Erin Hockaday <erint@bfhd.wa.gov>; Benton Franklin Health Dept. - Sean Domagalski <seand@bfhd.wa.gov>; Benton Franklin Health Dept. - Jack Howard <Jack.howard@bfhd.wa.gov>; Benton PUD - engineering services <engservice@bentonpud.org>; Benton PUD - Jeff Vosahlo <vosahloj@bentonpud.org>; Benton PUD Chad Brooks <brooksc@bentonpud.org>; Benton PUD Evan Edwards <edwardse@bentonpud.org>; Benton PUD Shanna Everson <eversons@bentonpud.org>; Benton PUD Tina Glines <glinest@bentonpud.org>; Rodgers,Deborah (CONTR) - TERR-TRI CITIES RMHQ

<dxrodgers@bpa.gov>; Cummings, Nicole M (BPA) - TERR-TRI CITIES RMHQ
 <NMCummings@bpa.gov>; Cascade Gas James Thomas <james.thomas@cngc.com>; Cascade
 Natural Gas - Sara Pineda <sara.pineda@cngc.com>; Cascade Natural Gas- Arnie Garza
 <arnie.garza@cngc.com>; Casey Barney <Casey_Barney@Yakama.com>; Charter - Junior Campos
 <junior.campos@charter.com>; Charter-Ryan Sams <Ryan.Sams@charter.com>; Columbia Irrigation
 District <cid@columbiairrigation.com>; Dept of Archaeology and Historic Preservation
 (sepa@dahp.wa.gov) <sepa@dahp.wa.gov>; Dept of Fish & Wildlife <harvepjh@dfw.wa.gov>; Dept
 of Natural Resources SEPA Center <sepacenter@dnr.wa.gov>; Dustin Fisk - Kennewick School District
 (dustin.fisk@ksd.org) <dustin.fisk@ksd.org>; Greg Wendt (Greg.Wendt@co.benton.wa.us)
 <Greg.Wendt@co.benton.wa.us>; Homero Gonzalez <Homero.Gonzalez@ziply.com>; Jessica Lally
 <Jessica_Lally@Yakama.com>; KID Development <development@kid.org>; Kyle McCauley
 <Kyle.McCauley@cngc.com>; Maikis, Troy (DFW) <troy.maikis@dfw.wa.gov>; Michelle Cooke
 <Michelle.Cooke@co.benton.wa.us>; Mike Beck - Spectrum <Mike.Beck@charter.com>; Mike
 Stevens - (mstevens@ci.richland.wa.us) <mstevens@ci.richland.wa.us>; Noah Lee
 <noah.lee@bentoncleanair.org>; Noah Oliver <Noah_Oliver@Yakama.com>; US Army Corps of
 Engineers <CENWW-RE@usace.army.mil>; WDFW (R3Planning@dfw.wa.gov)
 <R3Planning@dfw.wa.gov>; Williams Pipeline - Audie Neuson <audie.neuson@williams.com>;
 WSDOT <scsplanung@wsdot.wa.gov>; Yakama Nation - Thalia Sachtleban
 <enviroreview@yakama.com>; Ziply Fiber Christy Ross <christy.ross@ziply.com>

Cc: Steve Donovan <Steve.Donovan@ci.kennewick.wa.us>

Subject: [EXTERNAL] City of Kennewick CPA-2023-0003, ED-2023-0014

Hello

The City of Kennewick has received applications for a Comprehensive Plan Amendment and
 associated Environmental Determination:

Project Description: Comprehensive Plan Amendment to change the land use designation of 12.33
 acres from INDUSTRIAL (I) to LOW DENSITY RESIDENTIAL (LDR), located at 205 & 331 S Oak Street;
 102, 203 & 207 S Quince Place; and 1411, 1511, 1531, 1543 & 1601 E 3rd Avenue, in
 Unincorporated
 Benton County.

Please review the attached files relative to your agency's applicable regulations and submit any
 comments on or before **7 July 2023**. Comments may be submitted via e-mail to
steve.donovan@ci.kennewick.wa.us or mailed to: Development Services Division, PO Box 6108,
 Kennewick, WA 99336.

Thank you.

Matthew Halitsky, AICP
 Senior Planner
 Community Planning Department
 City of Kennewick



O: 509.585.4416 | F: 509.585.4442

matt.halitsky@ci.kennewick.wa.us



From: [Sears, Tricia \(DNR\)](#)
To: [Matt Halitsky](#)
Cc: [Sears, Tricia \(DNR\)](#); [Davenport, Steve \(COM\)](#)
Subject: Kennewick's Comprehensive Plan update: WGS comments
Date: Wednesday, June 28, 2023 12:14:23 PM

6/28/23

Hello Matt,

In keeping with the interagency correspondence principles, I am providing you with draft comments on Kennewick's Critical Areas Comprehensive Plan update (Commerce ID# 2023-S-6188).

I looked at the entire proposal and focused on areas related to WGS work.

-

There are no changes related to mineral resource lands. There are no changes to geologically hazardous areas in the text.

If you have not checked our interactive database, the WGS Geologic Information Portal, lately, you may wish to do so. [Geologic Information Portal | WA - DNR](#)

If you have not checked out our Geologic Planning page, you may wish to do so. [Geologic Planning | WA - DNR](#)

Thank you for considering our comments. If you have any questions or need additional information, please contact me. For your convenience, if there are no concerns or follow-up discussion, you may consider these comments to be final as of the 60-day comment deadline of 8/120/23.

Cheerio,
Tricia

Tricia R. Sears (she/her/hers)

Geologic Planning Liaison

Washington Geological Survey (WGS)

Washington Department of Natural Resources (DNR)

Cell: 360-628-2867 | Email: tricia.sears@dnr.wa.gov

From: [Courtney Raeder](#)
To: [Steve Donovan](#)
Subject: Re: Comprehensive Plan Application
Date: Tuesday, May 23, 2023 8:07:39 PM

Realistically speaking only a few of these properties could add additional homes, but let's say they all add one or two more homes. I think it's safe to say there wouldn't be 4 homes added to each property in a realistic situation. One home added to each property isn't even realistic but I'll go with it. All it would take is an additional 10 - 20 adults complaining or opposing the sewage treatment expansion to stop or postpone it? That's it?

I don't know of anyone who wants to add a home to their property. From what I've been told they just want to fix up their home up, tear down and rebuild a home for themselves, or add an outbuilding. But I'm failing to see your reasoning. The expansion is either so needed that it would take hundreds of people opposing it to stop it or it's so unimportant that it won't take very many people opposing it to stop it. And from what I've been told so far, it doesn't really matter who opposes it, it'll ultimately happen anyway.

These properties are being treated like they're the only ones who can oppose the expansion. Outside of a few businesses, there are only homes in this area. All homes which could do the same thing yet they are allowed to keep their residential zoning and have no restrictions.

It's a real disappointment how little you all care about the lives you're impacting. You could support this application and make it easy, but you're choosing to make it difficult for no reason at all.

On Tue, May 23, 2023 at 4:57 PM Steve Donovan <Steve.Donovan@ci.kennewick.wa.us> wrote:

Anyone can complain about the facility, it would have to be determine what merit or standing the person has in regard to the issue they are complaining about.

You are correct in regard to the UGAR Zoning.

It is a collective recommendation from the City of Kennewick Planning and Public Works Staff (Directors/Managers).

From: Courtney Raeder <csraeder217@gmail.com>
Sent: Tuesday, May 23, 2023 2:40 PM
To: Steve Donovan <Steve.Donovan@ci.kennewick.wa.us>
Subject: Re: Comprehensive Plan Application

Can anyone complain about the facility or do they have to specifically live in that area? And same question for the expansion. Can anyone oppose the expansion or do they have to specifically live in that area?

So with the UGAR zoning that would be assigned by Benton County with the land use designation change, more homes would be allowed to be built on the land whereas before the recent changes, additional homes wouldn't have been allowed? Am I understanding that correctly?

I don't think the potential of additional homes justifies the restrictions that are being placed on the property owners by any means. Most people live there because they like having the extra land. But I want to make sure I'm understanding your reasoning correctly.

When you say the staff will not be recommending that the application be put on the 2023 Docket, who is ultimately making that decision? Is it you making the decision or is it a collective decision by all the City of Kennewick planning staff?

Thank you!

Courtney

On Tue, May 23, 2023 at 12:53 PM Steve Donovan <Steve.Donovan@ci.kennewick.wa.us> wrote:

You are correct, the land use designation will can only change for the property on the application.

The change to Low Density Residential has the potential to increase the density of residential units in the area. If the designation changes, County Code will then allow duplexes on the properties. With the changes approved by the governor last week, within the few years an additional four residential units have the potential to be added to each of the properties.

The issue is not what is allowed at the waste water treatment site. The issue is what happens once the treatment facility is surround by more dense residential development and what impact will that have once the residents start complaining about the facility.

The Planning Commission will receive an overview of the proposal at the 6/5 meeting. If the application is added to the docket the Planning Commission and City Council then review the entire application.

Steve

From: Courtney Raeder <csraeder217@gmail.com>
Sent: Tuesday, May 23, 2023 11:15 AM
To: Steve Donovan <Steve.Donovan@ci.kennewick.wa.us>
Subject: Re: Comprehensive Plan Application

Hello,

My understanding was that the land use designation will only change for the properties that were on the application. How does that affect what can be done on the site that's designated for the expansion?

What are the possible uses that you are concerned about that can or cannot take place on the site if the land use designation changes for the properties included on the application?

Also does the planning commission and the city council review the application or is it just the staff?

Thank you!

Courtney

On Tue, May 23, 2023 at 10:21 AM Steve Donovan
<Steve.Donovan@ci.kennewick.wa.us> wrote:

Ms. Raeder,

It is the impacts from the waste water treatment facility expansion. We look at the all the possible uses that can take place on the site if the land use designation changes.

Thanks,

Steve

From: Courtney Raeder <csraeder217@gmail.com>
Sent: Tuesday, May 23, 2023 9:56 AM
To: Steve Donovan <Steve.Donovan@ci.kennewick.wa.us>
Subject: Re: Comprehensive Plan Application

Good Morning,

Can you please let me know why the staff is not recommending that my application be placed on the 2023 docket?

Thank you!

Courtney

On Tue, May 23, 2023 at 8:38 AM Steve Donovan
<Steve.Donovan@ci.kennewick.wa.us> wrote:

Ms. Raeder,

The Planning Commission will hold a meeting on June 5th at 6:30 at City Hall. The meeting is for the Planning Commission to make a recommendation on what Comprehensive Plan Amendment Applications should be placed on the 2023 Docket. Staff will not be recommending that your application be placed on the 2023 Docket.

There will be no opportunity to speak or comment at the June 5th meeting, it is not a public hearing.

It is important to note, that just because staff recommends not placing the application on the docket, that does not mean that the Planning Commission and City Council won't have a different decision.

Feel free to contact me if you have questions.

Steve

From: Courtney Raeder <csraeder217@gmail.com>
Sent: Monday, May 22, 2023 5:20 PM
To: Steve Donovan <Steve.Donovan@ci.kennewick.wa.us>
Subject: Re: Comprehensive Plan Application

Good Evening!

Can you let me know about any meetings where this application or these properties will be discussed? Some of the property owners would like to attend as well so I just want to make sure I don't miss anything.

Thank you!

Courtney

On Mon, May 15, 2023 at 6:07 AM Courtney Raeder <csraeder217@gmail.com> wrote:

Good morning,

The low residential land use designation will work. Sorry it took me awhile to respond. It was a busy end of the week with Mother's Day.

Thank you!

Courtney

On Wed, May 10, 2023 at 12:47 PM Steve Donovan <Steve.Donovan@ci.kennewick.wa.us> wrote:

Ms. Raeder,

Those are the City's land use designations.

The land use designations do not establish what uses are permitted or not, the zoning district is what establishes what uses are permitted. The County is who will establish the zoning district for the site.

For reference you can review the Kennewick Municipal Code 18.12.010 A.1 and 18.12.010 B.1 to see what is allowed in the RS and RL Zones. The City's zoning district only comes into play when the site is annexed by the City.

Steve

From: Courtney Raeder <csraeder217@gmail.com>
Sent: Wednesday, May 10, 2023 12:06 PM
To: Steve Donovan <Steve.Donovan@ci.kennewick.wa.us>
Subject: Re: Comprehensive Plan Application

I looked it up and the only land use designations I could find are mixed use, open space, low, medium, and high density residential, commercial, industrial, and public facility. Are those the only options for land use designations?

Can you send me the information or the links if it's online, on what is allowed for the low, medium, and high density residential designations and what instances farm animals are allowed in? I'm assuming since they're county properties the farm animals shouldn't be an issue, but I just want to double check. There are only a couple people with animals so it's not a big deal, I'm just trying to meet everyone's needs the best I can.

Sorry, I would've had this figured out if I knew there were different designations. I thought it was just industrial vs residential.

Thank you!

Courtney Raeder

On Wed, May 10, 2023 at 11:02 AM Steve Donovan
<Steve.Donovan@ci.kennewick.wa.us> wrote:

Low Density Residential will allow for single-family residential and farm animals in certain instances.

Steve

From: Courtney Raeder <csraeder217@gmail.com>
Sent: Wednesday, May 10, 2023 10:50 AM

To: Steve Donovan <Steve.Donovan@ci.kennewick.wa.us>

Subject: Re: Comprehensive Plan Application

Yeah, I think Low Density Residential is appropriate. Their goal is to be able to use and update the homes/property as a normal homeowner would while keeping their animals (pigs, cows, chickens, etc.) There is a property with a second address associated with it. Would that designation still work for them?

Thank you!

Courtney

On Wed, May 10, 2023 at 6:56 AM Steve Donovan
<Steve.Donovan@ci.kennewick.wa.us> wrote:

Ms. Raeder:

I need to know what land use designation you are applying for. You have the option of three residential designations, Low Density Residential, Medium Density Residential and High Density Residential.

I am assuming that you are requesting Low Density Residential, but I need confirmation.

Let me know if you have questions.

Thanks,

Steve

From: Courtney Raeder <csraeder217@gmail.com>

Sent: Tuesday, May 9, 2023 8:38 PM

To: Steve Donovan <Steve.Donovan@ci.kennewick.wa.us>

Subject: Comprehensive Plan Application

Hello,

Sorry I missed your call today! What was the question you have about the application?

Thank you!

Courtney Raeder

From: [Melinda Didier](#)
To: [Steve Donovan](#)
Subject: FW: Online Form Submittal: Planning Commission Public Comments - Agenda Item No. 4. - Visitors Not on Agenda
Date: Monday, June 5, 2023 11:57:46 AM

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Sunday, June 4, 2023 5:35 PM
To: Melinda Didier <Melinda.Didier@ci.kennewick.wa.us>
Subject: Online Form Submittal: Planning Commission Public Comments - Agenda Item No. 4. - Visitors Not on Agenda

Planning Commission Public Comments - Agenda Item No. 4. - Visitors Not on Agenda

City Council passed Resolution 20-08 on June 23, 2020, which temporarily designates the location for regular, special and study session meetings to the virtual location until Benton County enters into Phase Three of the Governor's Safe Start Reopening Plan. This form allows the public to submit comments for the Visitors section on the agenda. Please submit your comments no later than 4:30 p.m. on the Thursday before the meeting, to allow time to forward to the Planning Commissioners.

Public Comments

This is an opportunity for anyone who would like to speak about any issue NOT covered under a public hearing.

First Name	Sarah
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Last Name	Cassano
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Planning Commission Meeting Date	6/5/2023
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Address	1531 E 3rd Ave
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City	Kennewick
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Email Address	knnsarah@aol.com
---------------	--

Phone Number (optional)	5098511192
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4.a. - Visitors: Public Comment

This is an opportunity for anyone who would like to speak about any issue NOT covered under a public hearing.

Subject/Comments

Land use for our address.

My husband and I purchased the address above almost 10 years ago with the intent to rebuild in 12 to 15 years to something slightly larger and more accommodating for our retirement years.

It has been brought to our attention as we have paid the land off and are in process of changing it over to our name to start the new build project that we had planned may not be possible.

Now I know I am in a small part of county land surrounded by the city. This said the city should not be able to dictate how I use my land. If I choose to live and die here and build a bigger house or a shop to house our grandchildren's toys the city should not be allowed to tell me that it doesn't meet the code. I should be allowed to have animals and a home.

Give the county back the land and allow those of us living in the area the ability to use it as residential. After all we choose to live here and smell human poop so it really shouldn't be the cities choice to tell us it's industrial. It's families and animals out here after all.

Sarah Cassano

Email not displaying correctly? [View it in your browser.](#)

From: [Anthony Muai](#)
To: [Steve Donovan](#)
Subject: FW: Seven Planning Commission Members - Leadership
Date: Monday, June 5, 2023 9:47:05 AM

From: Tom Raeder <t2raeds@gmail.com>
Sent: Sunday, June 4, 2023 10:18 PM
To: Anthony Muai <anthony.muai@ci.kennewick.wa.us>
Subject: Seven Planning Commission Members - Leadership

E 3rd Avenue and S Oak Street Area: Zoning Change from Residential to Light Industrial and BCC Chapter 11.51

A Leadership or Servant of the People should never put upon others what they would not put upon themselves.

All 7 Planning Commission Members please state whether you will or will not voluntarily apply BBC Chapter 11.51 to their residence in the same manner they as the Planning Commission Members have forced BBC Chapter 11.51 on the Benton County Residents in the E 3rd Avenue and S Oak Street area.

This means they cannot change the foot print of their home in anyway. If more than 50% of your home is destroyed, you will remain homeless.

The Planning Commission Members have attacked these easy target residents (many are elderly and have incomes far below the poverty level) taking away their rights to live on their property, may not engage in normal residential activity, not be allowed to modify their resident. A grandchild could not build her grandmother a new place to live on her property.

How many of the 7 Planning Commission Members will give up their normal residential activity at their home? All should gladly succumb to the laws they have forced upon others. If the 7 Planning Commission Members will not succumb, then remove BCC Chapter 11.51 from the residents in the E 3rd Avenue and S Oak Street area.

As the Lord said in Matthew 7:12 (NIV):

So in everything, do to others what you would have them do to you, for this sums up the Law and the Prophets.

Concerned Citizen,
Tom Raeder
509-551-3573

From: [Courtney Raeder](#)
To: [Steve Donovan](#)
Subject: June 5th Meeting Comment
Date: Monday, June 5, 2023 4:19:50 PM

Hello,

I just tried to submit the comment below to the form online. It stated that I had until 4:30pm today to submit it, but it's telling me the form is no longer available. Can you please make sure this gets submitted?

Thank you!

Courtney

After a year of working on this issue, I have spent a substantial amount of time, effort, and money just to submit this comprehensive plan amendment application. Now all that time, effort, and money has finally come down to your decision. Last week I wrote the email below to the City Council members. I would like the Planning Commission to read it as well. I would have included you in the email, but I couldn't find your email addresses. After the email, I have added an additional few paragraphs. It is a long email, but this is very important to me. This process started with me trying to help my grandma and has turned into so much more.

Good Evening,

I am writing to you regarding my concerns with a Comprehensive Plan application that I submitted to the City of Kennewick that the planning and public works staff has told me they will not be recommending be put on the 2023 docket. I was also informed that neither I nor any of the property owners will be allowed to speak or comment at the meeting so I decided to reach out to you now. I'll briefly explain why I submitted the application and then go into more detail about why the staff told me they would not be recommending it and why I disagree with their reasoning. I also attached the application in case you would like to review it first before reading this email.

I submitted an application to change the land use designation of 10 properties with residential homes on them from industrial to residential. The land use designation of industrial caused Benton County to rezone these properties in 2011 from residential to light industrial because they are included in the City of Kennewick urban growth area and their zoning must be compatible with the land use designation in the comprehensive plan. Benton County chose not to inform the homeowners of this change at that time. Although these properties are already used as residential properties and have always been used as residential properties, Benton County's non-conforming use code severely limits what these homeowners can do to their homes and land. Changing the land use designation to residential will make it possible for Benton County to rezone these properties back to a more appropriate residential zoning.

In the very beginning of this process I spoke with Benton County about revising their non-conforming use code and was told that they are happy with it and do not wish to make any changes. That has landed me where I'm at today trying to change the land use designation in the City of Kennewick Comprehensive Plan so I can ultimately get the zoning corrected with the county. I have been working on this issue for the past year or so and as of this last week I

was informed by a member of the planning and public works staff that they will not be recommending my application for the 2023 docket. When I asked why they would not be recommending it I was given this response,

"The change to Low Density Residential has the potential to increase the density of residential units in the area. If the designation changes, County Code will then allow duplexes on the properties. With the changes approved by the governor last week, within the few years an additional four residential units have the potential to be added to each of the properties.

The issue is not what is allowed at the waste water treatment site. The issue is what happens once the treatment facility is surround by more dense residential development and what impact will that have once the residents start complaining about the facility."

I have a few different issues with this reasoning. The first is the City of Kennewick planning and public works staff justifying 14 property owners not being able to update their homes as a normal homeowner would or, according to the Benton County planning staff, rebuild their homes if they were to be damaged more than 50%, all so the City of Kennewick doesn't have to deal with the potential of more complaints about the sewage treatment facility. I can't imagine any scenario where a homeowner would be okay with this situation or would agree with their reasoning.

The second issue I have with this reasoning is what happens in the future if these homes really do stay with the industrial land use designation and light industrial zoning. Some day the properties might get sold, possibly to a business now that everyone is aware of the zoning and why they have been denied the updates they've wanted to do. New businesses will attract a lot of people to the area. Not only will they attract new people in the form of employees, but there will be clients and customers as well. I asked a member of the planning and public works staff if anyone can complain about the sewage treatment facility and they said, "Anyone can complain about the facility, it would have to be determine what merit or standing the person has in regard to the issue they are complaining about." If you add just one business to this area, let alone 10 plus businesses instead of homes, that means every employee and customer that goes to those businesses will be able to complain about the sewage treatment facility. A complaint from a homeowner is one thing. The argument can always be made that they chose to live there, but a complaint from a business owner, employees, and/or a concerned customer, has the potential to cause a lot more issues than a few homeowners. Not only can they complain to the City of Kennewick themselves, but they can also complain to the business owner who in return could approach the city over the issue. Even if you look at a business that doesn't require a lot of employees like a storage facility. I'm sure there would be complaints and concerns from customers of that business regarding the possibility that their possessions could end up smelling like the sewage treatment facility. For any business owner, those types of concerns and feedback could provoke them to approach the city because they would be concerned about the impacts on their income and reputation. One business has the potential to produce far more complaints than one home.

The third issue I have with their reasoning simply comes down to what is realistic. An additional four homes or a duplex added to every property is not a realistic scenario. The City of Kennewick has received a 29 million dollar loan from the Department of Ecology and already has plans to start the sewage treatment facility expansion at the end of the year. The possibility of a few more complaints from homeowners IF a homeowner decides to build a new home on their property is not going to stop the facility from being built, nor would that

cause some massive issue with the existing sewage treatment facility which is what the planning and public works staff seem to be so concerned about. I can say from first-hand experience, changing something with the City of Kennewick or Benton County takes a massive amount of work and dedication. This zoning issue for instance includes 14 different properties and even with 10 of them signing to change their land use designation (I couldn't contact the other 4) and addressing their concerns with their own properties, it has still been a year-long fight that I have had to stay consistently dedicated to. I can't even imagine the number of complaints, work, years, and dedication it would take to have even the smallest effect on a sewage treatment facility that is necessary for the community.

The City of Kennewick and Benton County planning departments aren't denying these people a silly or simple request. They're openly denying these people the right to use their land as every other homeowner can, including the other homes in this area that have a residential zoning. There is even a mobile home park right next to these properties that alone has the potential to generate more complaints than all of these properties combined.

Throughout this entire process I have been met with nothing but resistance with the exception of one person who was genuinely helpful. I have been told time and time again that what I'm doing is not wanted and is near impossible. My dad was recently told by a planning member at Benton County that if more than 50% of my grandma's home were to be destroyed they would not allow her to rebuild it and they would have effectively made her homeless after living there for 50 years. He was also told at this time that the zoning is essentially set in stone.

This zoning isn't written in stone. It ultimately just comes down to a decision made by individuals. These properties are already used as homes. The actual use isn't changing and they can complain about the sewage treatment facility whether the land use designation is changed or not. The other homeowners in the area not affected by this zoning can add additional homes to their properties generating the potential for more complaints as well, but the city staff still continues to argue the necessity of these 14 properties keeping their industrial designation to mitigate the possibility of development. Are these properties the closest to the facility? Yeah, but a few hundred feet doesn't miraculously make the sewage treatment facility smell like roses instead of sewage on bad days. It doesn't matter whether there are homes or businesses on these properties, there will always be the potential for complaints. The land use designation and zoning will not change that fact.

Someone reached out to me that heard about this issue and let me know that you have gone against the planning and public works staff's recommendations in the past and I hope you choose to do so for my application. These homeowners go to work every day to pay their mortgage, pay homeowners insurance, and pay taxes on a home they can't add on to or rebuild. They can't even build a shop, garage, or other outbuilding if they wanted to nor could they rebuild their existing ones if they were to burn down. These aren't just parcel numbers on a zoning map. They're real people.

Thank you for reading this email. I really appreciate your time. I attached the application that I submitted to the City of Kennewick in case you would like to look it over. I also attached a second version with just my answers to the application questions and the signature pages from the property owners that I collected (one signature page is missing because I picked it up on my way in to submit the application.)

Thank you for your time,

[End of email]

The other day I came across another location that is a prime example of why the homes included on my application should be allowed to be zoned residential and the smell as I drove by is what caught my attention. The Waste Management facility located on the corner of S Ely St and W 27th Ave in Kennewick not only has an entire neighborhood of townhomes built right across the street, but it has homes that share a boundary with it as well. The zoning for the homes in this area is medium density. The only reasoning I have been given against my application, and I quote again is, "The issue is what happens once the treatment facility is surround by more dense residential development and what impact will that have once the residents start complaining about the facility." The waste management facility stinks just as bad if not worse than the sewage treatment facility and it's allowed to have medium density development next to it, but existing homes next to the sewage treatment facility are not even allowed to keep a low density residential land use designation.

I understand that one is considered a public facility and one is a business and the city may not deal with the complaints about the waste management facility, but the concerns that would arise for each are the same. If complaints by the 56+ homeowners in the townhomes across the street and the 49+ homes that are right next to it haven't caused that facility to move somewhere else, then I have a hard time believing future potential complaints from 10 properties will have any sort of impact on the sewage treatment facility. After my own experience with this application, I think it would take a good amount of community involvement to make any sort of impact. And I get it, it's the potential of more homes being built in the area if the land use designation is changed to low density residential, but even if we indulge in the unrealistic situation that each property owner adds an additional 4 homes to their property, that's still a fraction of what is next to the waste management facility. And an actual developer was allowed to build right next to it with a higher density zoning and a low density land use designation.

What is being done to these homeowners goes beyond what is fair and what is right. I'm assuming many of you, if not all, are homeowners, and if one day you found out your home was rezoned industrial with the purpose of stopping you from being able to use your home and land as you bought it and so you couldn't build additional homes on it for the sake of the City of Kennewick, how would you feel? How would you feel knowing you've now involuntarily sacrificed your home, land, mortgage, and decades of working? Not to mention the stress it would cause to know that if a structure on your property burns down you couldn't rebuild it.

I could obviously go on, but I've said more than enough so I'll end here. If I'm having to try this hard to change the land use designation and zoning of 10 properties, there is no way a few more complaints from homeowners will have any sort of significant impact on the sewage treatment facility.

Thank you for your time.

From: [Courtney Raeder](#)
To: [Steve Donovan](#); [Dana Dollarhyde](#)
Subject: 6/13 Meeting Verification (Please forward to City Manager)
Date: Tuesday, June 13, 2023 10:47:36 AM
Attachments: [June 5th Meeting Email.pdf](#)

Good Morning,

I wanted to verify that we can go in and listen to the workshop meeting today at 6:30pm. I know it was mentioned that we cannot speak, but I wanted to make sure we are able to attend in person as well since it wasn't on the schedule that Steve sent me.

I also want to apologize to both of you (Steve and Marie) for letting my emotions get the best of me last week. I do my best to keep my personal feelings out of this as much as I can. Everything just came to the surface between my grandma, the email fiasco and the focus on annexing into the city. I put a lot of pressure on myself when I took this on. I asked before I submitted the application if this would put anyone in the city and I was told no, but the focus on annexing still makes me uneasy. I asked that question before I submitted the application because I knew I had some signatures from those who specifically didn't want to be included if the application put them in the city. From what I understand that is a separate process, but it is still stressful knowing that was the favored discussion over changing the land use designation. I know this isn't personal. Sometimes it just gets hard to separate everything we, and others, have gone through because of the zoning from this process.

I do want to ask that an explanation be sent to the planning commission as to why no one showed up to the June 5th meeting that includes the attached email. I would send one, but I don't have their email addresses. I don't know the ins and outs of these meetings and when I was told I would not have the opportunity to speak at the meeting, I understood that as I couldn't speak or comment at the meeting at all. I had stumbled upon the online comment submission form and sent it to everyone because I thought we couldn't speak and to me that was an opportunity to maybe get some eyes on comments other than mine before the meeting. At the meeting it was said that if those who submitted the comments had shown up in person they could have stated their comments at the meeting. Some of them would have shown up if we had known. I definitely would have been there. From an outsider's perspective, the email was really confusing.

I planned to send this email last week, but I needed some time away from this process to clear my head. I'm sorry this email is a week later, but I just needed to step back for a bit.

Thank you!

Courtney Raeder



Virus-free. www.avast.com



Comprehensive Plan Application

Courtney Raeder <csraeder217@gmail.com>

Mon, May 22, 2023 at 5:20 PM

To: Steve Donovan <Steve.Donovan@ci.kennewick.wa.us>

Good Evening!

Can you let me know about any meetings where this application or these properties will be discussed? Some of the property owners would like to attend as well so I just want to make sure I don't miss anything.

Thank you!

Courtney

[Quoted text hidden]



Comprehensive Plan Application

Steve Donovan <Steve.Donovan@ci.kennewick.wa.us>
To: Courtney Raeder <csraeder217@gmail.com>

Tue, May 23, 2023 at 8:38 AM

Ms. Raeder,

The Planning Commission will hold a meeting on June 5th at 6:30 at City Hall. The meeting is for the Planning Commission to make a recommendation on what Comprehensive Plan Amendment Applications should be placed on the 2023 Docket. Staff will not be recommending that your application be placed on the 2023 Docket.

- There will be no opportunity to speak or comment at the June 5th meeting, it is not a public hearing.

It is important to note, that just because staff recommends not placing the application on the docket, that does not mean that the Planning Commission and City Council won't have a different decision.

Feel free to contact me if you have questions.

[Quoted text hidden]

From: [Keri Mansfield](#)
To: [Steve Donovan](#)
Subject: CPA2023003
Date: Saturday, July 1, 2023 5:22:22 PM

Sat, Jul 1 at 3:28 PM

To whom it may concern.

Thank you in advance for your consideration of changing back the properties listed in the above claim back to low density residential from the light industrial designation they currently hold. Many of the families listed on the application have been in their homes for 50+ years. My parents moved to our home 1966 and have been here every since (dad passed in 1988, Mom and I are still here, she is 87.) We have always been proud Kennewick residents. My brothers and I all attending Eastgate, Park and Kennewick High School, GO LIONS! In fact my dad and all of his siblings went there as well. Again thank you in advance.

Keri Mansfield

It is clear the cons for changing the land use designation are now centered around the industrial development close to these homes, but I want to put that aside for the moment and address the more personal aspects that surround these properties.

A stranger may pull up to my grandma's property and only see a home that needs to be replaced or a shop that needs fixing up, but that's not what I see. When I pull into the driveway of her home, I see nothing but memories and my home away from home. I see my grandma in her apron in the kitchen, I see where I almost fell into a cactus only to be caught by my grandpa right before the needles went through my coat. I see where I learned to ride a motorcycle and drive a golf cart.

I see the shop and remember all the times I followed my dad and grandparents out there and played while they worked on projects. I see all the Christmases, Thanksgivings, and homemade pies and cakes. I see my grandpa pulling up in his El Camino or van as I run out to greet him and Mitsy.

I feel the bond that was created between myself and my grandparents when I was 12 weeks old and my mom got sick and was paralyzed. And although everyone helped take care of me and my brother, I stayed mostly with my grandparents. There are not enough words to describe how amazing of a woman my grandma was. Not to just me, but to anyone who met her. Even the business that bought the property next to her from the Port of Kennewick immediately showed her the utmost respect and that is something I will never forget. When I pull into her driveway, I see a safe haven.

You see, the sewage treatment plant and the buildings across the street didn't make an impact on any of those memories, but listening to my grandparents and dad worry about what would happen to their property when I was a little girl did. I may not remember what was said, but those conversations stuck with me and now I have witnessed what they dealt with for myself as an adult.

Most of the owners in this area have lived there themselves or their parents/grandparents did for well over 40 years before they bought their home. They all have their own memories and values attached to their home the same way I do to my grandma's home. They don't talk about the businesses; they talk about their memories.

If you take away the rock crusher, what are you left with? A sewage treatment plant that will soon smell less, some office buildings, the humane society, and some other miscellaneous businesses. The rock crusher is the oddball, not the standard. In the same way homeowners can't buy a property in this area without noticing the sewage treatment plant, the rock crusher business bought a property knowing there are homes and businesses surrounding it.

There are approximately 70+ homes in this area and maybe a dozen business-related buildings. And if you keep going down third and seventh, there are only homes. If you look in town and in the county, there are plenty of areas with mixed industrial/commercial/residential areas that have heavy truck traffic by homes. I know a lot of truck drivers and they're some of the most respectful people you'll meet. If countless semis can drive down Bowles Road past all those

homes to Nutrien and Lineage Logistics and trucks can drive in and out of Waste Management or the businesses farther up S Ely St in Kennewick, I see no reason why that can't be okay in this area as well. Especially when there are already semis in this area because of the homeowners themselves.

You can see homes backed up to an industrial area near Southridge Blvd in Kennewick. In Burbank, you can see homes backed up to heavy and light industrial areas with plenty of truck traffic, all of which are still zoned residential as well. Not to mention trucks are constantly traveling down Ice Harbor Dr past all those homes at much higher speeds than they will be traveling by these properties. If it can be allowed everywhere else, why not in this neighborhood?

The businesses in this area did not go beyond Oak St until very recently. The sewage treatment plant may have a bad smell sometimes, but it really doesn't cause any other disturbances. But again, it's no different than the Waste Management building off 27th which stinks just as bad if not worse. The Port of Kennewick may eventually sell off some of their land and I'm sure buildings will be put up, but how is that any different than living next to a Walmart, Costco, or any other large store in town?

The county put you in this position and the county put the homeowners in this position. I had a choice to walk away and leave it alone or to help and fight for what I believe is right. I made my choice with no hesitation, and no matter what happens, I will always be glad I did.

I really appreciate everyone's time and all the effort that has gone into this process. I cannot express how grateful I am to finally feel heard.

From: [Keri Mansfield](#)
To: [Steve Donovan](#)
Subject: CPA-2023-003
Date: Monday, September 18, 2023 1:41:28 PM

Good afternoon. This email is in regard to the hopeful rezoning of the 12.23 acres in east Kennewick, (unincorporated Benton county) from light industrial to low density residential. Please take into consideration that there are no plans for any of the residents who live here to build apartments, condos, duplex's or houses on their property. People just want to maintain the homes they have lived in, many for over 50 years. I know there have always been plans to expand that facility since it was built but it seems there is available spots across the street from it. Just please consider rezoning back to light industrial so people can relax and not worry about being uprooted, thank you.

Sent from my iPhone

CPA-2023-0003 PC Findings and Conclusions

Findings

1. The applicant is Courtney Raeder, 66511 S Meals Road, Kennewick, WA 99337.
2. The owners are Roy Sitton, Shepard Commercial, LLC, Luis Licea, Enrique Cervantes, Alice Reser, Catherine Raeder, Barbara Mansfield, José and Beatriz Guizar, Robert and Sarah Cassano, and Chantal Nault.
3. The request is to change the land use designation for the subject parcels from Industrial to Low Density Residential.
4. The City received the application on May 1, 2023 and routed it for review to various City Departments and other local, state and federal agencies for comment on June 21, 2023.
5. City water and sewer are adjacent to the properties.
6. S Oak Street and E 3rd Avenue provide access to the properties.
7. The proposed amendment is adjacent to property designated Industrial.
8. The City issued a Determination of Non-Significance on July 11, 2023.
9. No appeal was filed for the Determination of Non-Significance.
10. A public hearing notification sign was posted at the SE corner of the S Oak Street and E 3rd Avenue intersection.
11. The Notice of Public Hearing was published in the Tri-City Herald on September 3, 2023
12. Staff mailed or emailed the hearing notice to property owners within 300 feet of the site and parties of record on August 31, 2023.
13. The proposed amendment will not allow the property to be rezoned to a zoning district that will permit uses that may negatively influence the public health, safety, welfare and protection of the environment.
14. This proposed amendment is consistent with the review/processing requirements of Chapter 36.70A RCW and with the portion of the City's adopted comprehensive plan not affected by the amendment.
15. The proposed amendment does not correct an obvious mapping error.
16. Proposed amendment does not address an identified need in the comprehensive Plan.

Conclusions

1. Pursuant to Chapter 4.08 of the Kennewick Municipal Code, the lead agency has determined that no mitigating measures are required to reduce probable significant adverse impacts on the environment.
2. The proposed amendment will change the land use designation for the subject sites from Industrial to Low Density Residential.
3. The proposed amendment is consistent with the City of Kennewick Comprehensive Plan Residential Goal 3 and Policy 1.
4. The proposed amendment is consistent with the City of Kennewick Comprehensive Plan Housing Goal 3 and Policy 3.

2023 Comprehensive Plan Amendment Review

City Council Meeting
October 17, 2023

Approval Criteria

KMC 4.12.110 (7) : Approval Criteria. The City may approve Comprehensive Plan Amendments and area-wide zone map amendments if it finds that:

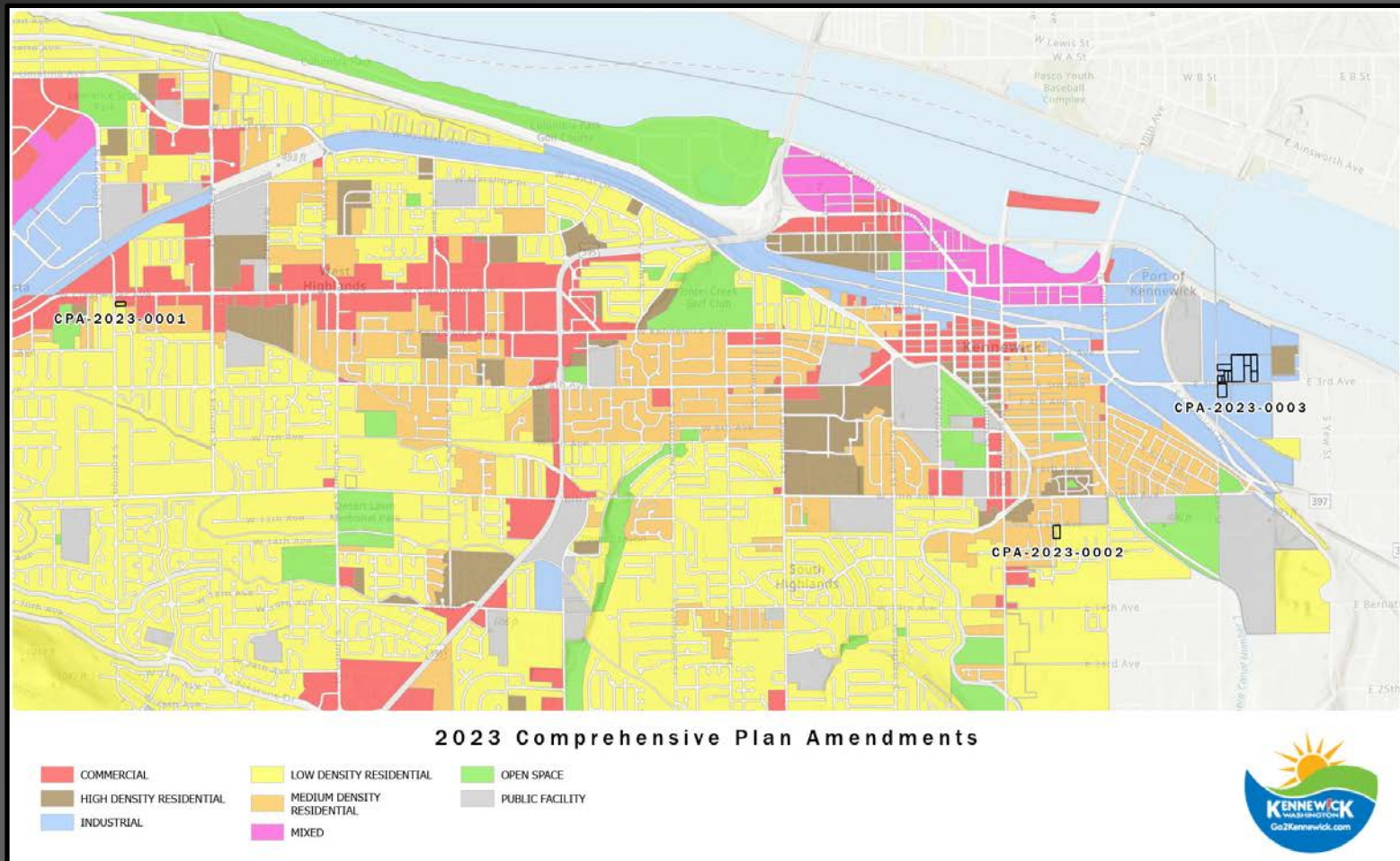
- (a) The proposed amendment bears a substantial relationship to the public health, safety, welfare, and protection of the environment;
- (b) The proposed amendment is consistent with the requirements of Chapter 36.70A RCW and with the portion of the City's adopted Comprehensive Plan not affected by the amendment;
- (c) The proposed amendment corrects an obvious mapping error; or
- (d) The proposed amendment addresses an identified deficiency in the Comprehensive Plan.
- (e) A rezone shall be treated as an area-wide map amendment when:
 - i. It is initiated by the City and a significant class of property is similarly affected by the proposed rezone; and
 - ii. It is either:
 - A. Based upon an adopted or ongoing comprehensive planning process or undertaken to ensure compliance with or to implement the provisions of the Growth Management Act; or
 - B. Part of the process that includes amending text for this title where such amendments will have a significant impact on a large area of the City.

Additional Factors

KMC 4.12.110 (8) : Additional Factors. The City must also consider the following factors prior to approving Comprehensive Plan Amendments:

- a) The effect upon the physical environment;
- b) The effect on open space and natural features including, but not limited to, topography, streams, rivers, and lakes;
- c) The compatibility with and impact on adjacent land uses and surrounding neighborhoods;
- d) The adequacy of, and impact on community facilities, including utilities, roads, public transportation, parks, recreation, and schools;
- e) The quantity and location of land planned for the proposed land use type and density and the demand for such land;
- f) The current and projected project density in the area; and
- g) The effect, if any upon other aspects of the Comprehensive Plan.

Comprehensive Plan Amendment Map



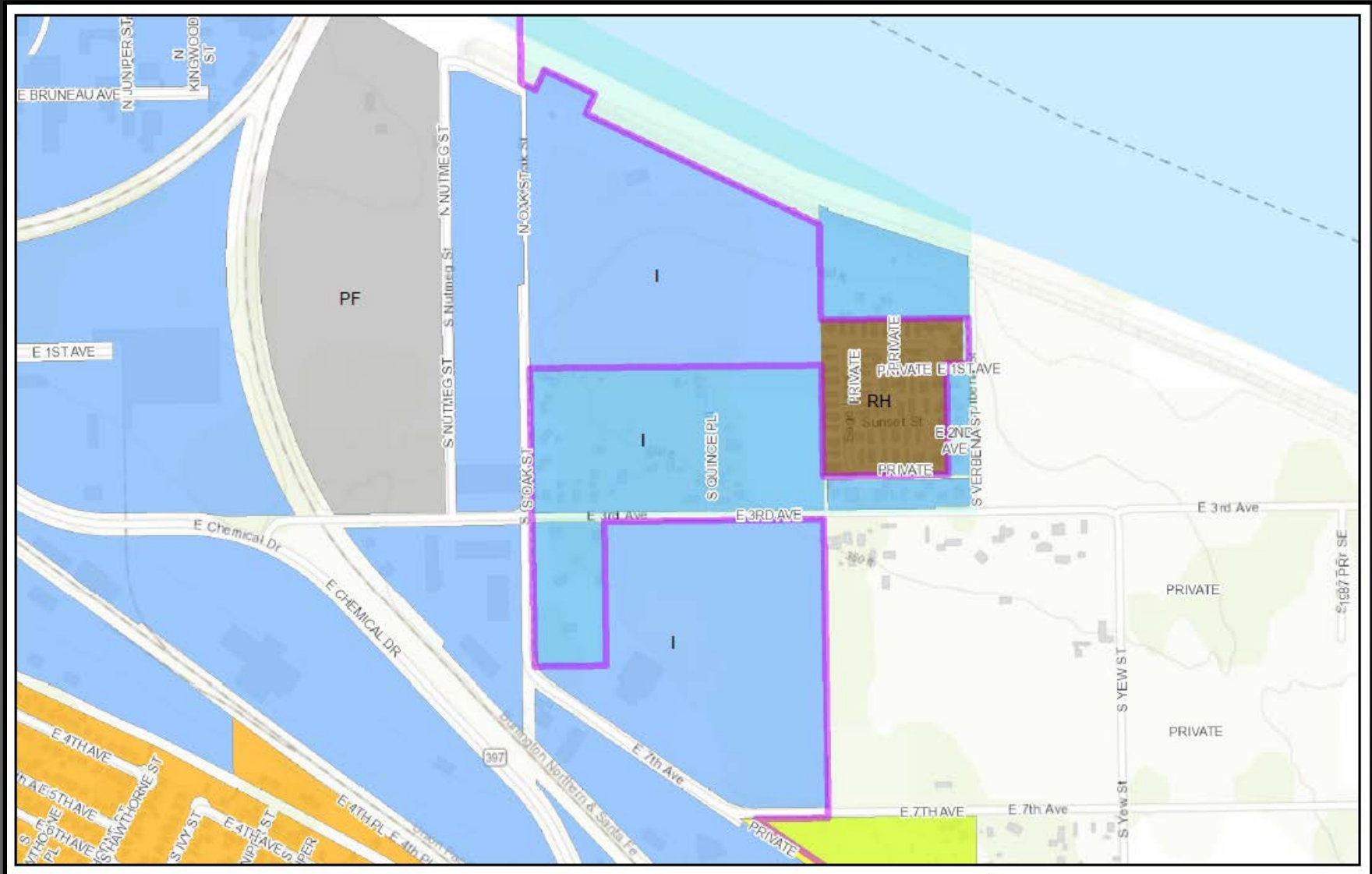
CPA-2022-0003

- Industrial (I) to Low Density Residential (LDR)
- 12.33 acres
- 205 S Oak St, 331 S Oak St, 102 S Quince Pl, 203 S Quince Pl, 207 S Quince Pl, 1411 E 3rd Ave, 1511 E 3rd Ave, 1531 E 3rd Ave, 1543 E 3rd Ave, 1601 E 3rd Ave
- Courtney Raeder

Site Map



Land Use Map



Key Issues

- The site is in close proximity to the City of Kennewick's Waste Water Treatment Plant and will be directly adjacent to a proposed waste drying facility.
- Site is adjacent to existing and proposed industrial uses.
- Neither of those uses are desirable to have next to residential properties.
- As a result of the legislation that goes into effect in 2026, up to 286 homes may be developed on the on the 12.33 acres once the area is annexed.

Planning Commission voted 4-1 to recommend approval

Questions?



B. COMPREHENSIVE PLAN AMENDMENT (CPA) #2023-0002:

Chairman Morris opened the public hearing at 6:45 pm for Comprehensive Plan Amendment (CPA) #2023-0002.

Mr. Donovan described the application, presented the staff report, and recommended the Planning Commission forward a recommendation for approval of CPA #2023-0002 to City Council.

Planning Commission Questions: the timing of construction; is it east of Washington Street.

1. Testimony of Applicant/Applicant's Representative: None.
2. Testimony in Favor of the Request: None.
3. Testimony Neutral/Against the Request: None
4. Testimony of Those Registered on Virtual Format: None
5. Applicant/Owner Final Testimony: None
6. Staff Final Comments: None
7. Public Testimony Closed at 6:51 p.m.

MOTION: Commissioner Gregory moved to concur with the findings and conclusions in staff report CPA-2023-0002 and recommend City Council APPROVE the request. Commissioner Short seconded the motion.

DISCUSSION: None

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

C. COMPREHENSIVE PLAN AMENDMENT (CPA) #2023-0003:

Chairman Morris opened the public hearing at 6:52 pm for Comprehensive Plan Amendment (CPA) #2023-0003.

1. Mr. Donovan described the proposed application and presented the staff report, noting that the properties are currently in the County but are located in the City's UGA; the properties are under the development regulations in the County. Mr. Donovan said that Planning Department staff recommended the Planning Commission forward a recommendation of denial of CPA-2023-0003 to City Council.

Planning Commission Questions included: What actions have this commission taken on this property so far; are you saying the waste treatment facility and rock crushing plant incompatible with residential use; are there potential adverse impacts to the industrial uses currently situated there by having residential uses nearby; is there any activity happening that is allowed in the Industrial zone but not the low density residential; is it still being treated as a residential zone; do we know how many other people who live there that are not being represented by the applicant. ***At 7:08 pm Commissioner Hempstead left the meeting (Commissioner Hempstead was attending remotely).***

2. Testimony of Applicant/Applicant's Representative: Courtney Raeder, 66511 S. Meals Road, Kennewick; although the industrial and residential uses may not be compatible as per code, many people choose to live there and don't have a problem with the mixed uses; the zone should never have been changed from residential to industrial in the first place; biggest concern seems to be protecting the industrial land uses; the 12 acres shouldn't be impacted by the wastewater treatment plant since it hasn't been an issue for the past 40 years; the rock crushing business doesn't have much if any impact on the surrounding residences; the industrial zone makes it impossible for us to rebuild if destroyed or to add on.
3. Testimony in Favor of the Request: None.
4. Testimony Neutral/Against the Request: None
5. Testimony of Those Registered on Virtual Format: None
6. Applicant/Owner Final Testimony: Property Owner Thomas Raeder, 3809 Road 109, Pasco; grew up there and are trying to build a new house there due to damage to the cinder block foundation from the trains idling nearby; the house has resettled and you can't shut the doors; not allowed to tear down the house and rebuild, new build, or add on to the residences because of the current industrial zoning; the Port of Kennewick and the City have been after that land.
7. Staff Final Comments: None
8. Public Testimony Closed at 7:13 p.m.

MOTION: Commissioner Gregory moved to approve against the findings of the Planning Department on CPA-2023-0003 and recommend City Council APPROVE the request. Commissioner Short seconded the motion.

Mr. Donovan advised the Planning Commission that if they decide to approve it, then either tonight or at the next meeting they will have to develop new finding and conclusion to present to the Council.

DISCUSSION: How does that work coming up with new findings and conclusions, does the Planning Department require to come up with those; would like to find a way to pass along a recommendation for approval to City Council and help these people; how do we make a motion to approve; do we withdraw the motion then make a motion to continue to the next meeting for findings and conclusions to approve; what happens if we just make a motion to approve and don't come up with new findings and conclusions; where do we come up with the findings and conclusions; Mr. Muai addressed the questions and said that a workshop just prior to the meeting would be helpful to assist the Planning Commissioners with the findings and conclusions; Mr. Muai recommended a workshop at 6:00 pm with the regular meeting to follow at 6:30 pm.

MOTION: Commissioner Gregory moved to withdraw her motion to approve against the findings and conclusions in staff report CPA-2023-0003. Commissioner Short seconded the motion.

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

MOTION: Commissioner Franklin moved that CPA-2023-0003 be continued to October 2, 2023 for a Planning Commission workshop for findings and conclusions. Commissioner Gregory seconded the motion. Commissioner Franklin

corrected her motion to hold a workshop on October 2nd for additional findings and conclusions for the regular meeting.

Ms. Didier restated the motion: The motion was to table this item to hold a workshop at 6:00 pm on October 2, 2023 for findings and conclusions for the regular meeting at 6:30 pm on October 2, 2023. Commissioner Short restated his second.

DISCUSSION: None

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

4. VISITORS NOT ON AGENDA:

- a. None

5. OLD BUSINESS:

- a. City Council Action Updates – at the September 5, 2023 Council meeting COZ-2023-0005 & CPA-2023-0006 were both approved; the code amendment for daycare centers in single-family zones was not approved.

6. NEW BUSINESS:

- a. None

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

- a. Commissioner Short thanked staff for their hard work on the comprehensive plan amendments; Chair Morris reported his attendance at the Short Course on Local Planning on September 13th and presented his certificate of completion to Ms. Didier; Chairman Morris will be unable to attend the October 2, 2023 Planning Commission meeting(s).

- 8. ADJOURNMENT:** The meeting concluded at 7:38 p.m.

**KENNEWICK PLANNING COMMISSION
OCTOBER 2, 2023
WORKSHOP AGENDA & REGULAR MEETING MINUTES**

1. CALL TO ORDER

Vice Chair Helgeson called the workshop meeting to order at 6:00 p.m.; Commissioners Nikki Griffith, Tina Gregory, Ken Short (remotely), Lola Franklin and Vice Chair Helgeson were present.

Workshop Agenda – 1. CPA-2023-0003: Establish Findings & Conclusions

Vice Chair Helgeson adjourned the Workshop meeting at 6:30 pm.

Ms. Didier announced a ten-minute intermission to reconfigure the Council Chambers for the regular meeting.

CALL TO ORDER

Vice Chair Helgeson called the regular meeting to order at 6:40 p.m.

Vice Chair Helgeson led the Pledge of Allegiance.

Community Planning Administrative Assistant Melinda Didier called the roll and found the following present:

PRESENT: Vice Chair Thomas Helgeson, Commissioners Tina Gregory, Lola Franklin, Nikki Griffith (*All in person*), and Commissioner Ken Short (*attended remotely*).

ABSENT: Chairman Victor Morris, Commissioner James Hempstead (*Excused*).

STAFF: Anthony Muai, AICP Planning Director; Steve Donovan, AICP Development Services Manager; Matt Halitsky, AICP Senior Planner; Melinda Didier, Community Planning Administrative Assistant.

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

2. CONSENT AGENDA

a. Approval of the minutes dated September 18, 2023.

b. Approval of the agenda.

c. Motion to enter Staff Report(s) into the Record.

MOTION: Commissioner Griffith 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:

Vice Chair Helgeson made the following statement:

“Good evening and welcome to the October 2, 2023 Kennewick Planning Commission meeting.

Please note that there is no Public Testimony at the Continued Public Hearing scheduled for tonight's meeting, as the Public Testimony portion of the September 18, 2023 meeting was closed."

4. VISITORS NOT ON AGENDA:

- a. None

5. OLD BUSINESS:

- a. September 18, 2023 *Continued* Planning Commission Meeting: Comprehensive Plan Amendment (CPA) 2023-0003.
- b. City Council Action Updates – CPA's 2023-0001, -0002, -0003 and the Development Code Amendment for ADU's to go to Council on October 17, 2023.

COMPREHENSIVE PLAN AMENDMENT (CPA) #2023-0003:

Vice Chair Helgeson opened the public hearing at 6:44 pm for Continued Comprehensive Plan Amendment (CPA) #2023-0003.

Vice Chair Helgeson made the following declaration: "Before we begin deliberations, I would like to make a statement on the record regarding my participation in the hearing for CPA-2023-0003. I was not present at the September 18, 2023 meeting, but since that time I have listened to the recording of the meeting, including the comments from the public and reviewed the material from the meeting, including all exhibits. Having done so, I believe that I can participate fairly in the proceedings this evening. Are there any other Commissioner declarations?"

Commissioner Griffith declared the same as Vice Chair Helgeson.

- 1. Mr. Donovan gave a brief review of the staff report and entered into record Exhibit A-11, Planning Commission Findings and Conclusions to support a recommendation of approval.

Planning Commission Questions of staff included: If the applicant wanted to withdraw & apply at the County, would that have an impact on what the City does; is all the land surrounding this area in the City's Urban Growth Area.

Vice Chair Helgeson stated that the Public Testimony portion of the Public Hearing for Comprehensive Plan Amendment (CPA) 2023-0003 closed at the September 18, 2023 meeting. As such, no further public Testimony is allowed.

The Public Hearing for Continued CPA-2023-0003 closed at 6:51 p.m.

MOTION: Commissioner Griffith moved that the Planning Commission concur with the Findings and Conclusions established in the preceding Workshop meeting as Exhibit A-11 and recommend to City Council APPROVAL of the request. Vice Chair Helgeson restated the motion for clarity; Commissioner Gregory seconded the motion.

DISCUSSION: None.

VOTE: The motion passed on a 4-1 call vote; Commissioners Gregory, Griffith, Short and Vice Chair Helgeson in favor, Commissioner Franklin opposed.

6. NEW BUSINESS:

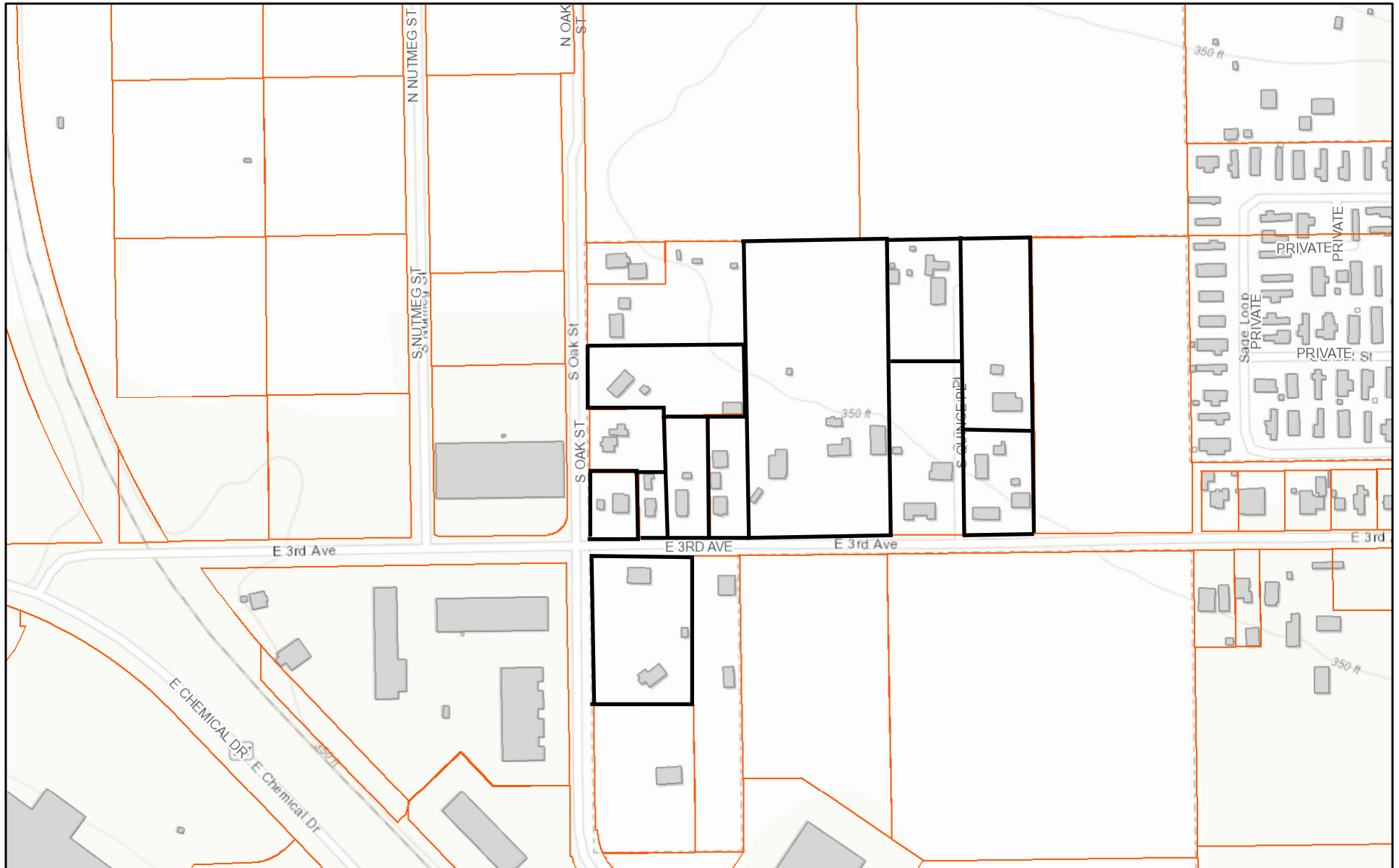
- a. None

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

- a. Vice Chair Helgeson thanked staff for putting together the workshop and assisting the Planning Commissioners. Mr. Muai reported on the August Public Hearing item for Accessory Dwelling Units (ADU) – this item will go to the City Council on October 17th as well. Vice Chair Helgeson commented that it is not a light undertaking to disagree with staff, and the Commissioners appreciate their help with this.

8. ADJOURNMENT: The meeting concluded at 6:58 p.m.

Site Map



October 3, 2023

This plan is suitable for informational use only. City of Kennewick accepts no liability for any error whatsoever.



1 inch = 300 feet

1:3,600

0 0.0275 0.055 0.11 mi

0 0.0425 0.085 0.17 km

Sources: Esri, HERE, Garmin, Intermap, increment P Corp.,

Planning Commission Action Summary
CPA-2023-0003 – Courtney Raeder

The Planning Commission conducted a public hearing on September 18, 2023. All interested parties were notified to come before the Commission and be heard. After reviewing the staff report and all oral and written facts and opinions, the Planning Commission Public continued the public hearing to October 2, 2023 and passed a motion to approve CPA-2023-0003.

Findings of Fact

1. The applicant is Courtney Raeder, 66511 S Meals Road, Kennewick, WA 99337.
2. The owners are Roy Sitton, Shepard Commercial, LLC, Luis Licea, Enrique Cervantes, Alice Reser, Catherine Raeder, Barbara Mansfield, José and Beatriz Guizar, Robert and Sarah Cassano, and Chantal Nault.
3. The request is to change the land use designation for the subject parcels from Industrial to Low Density Residential.
4. The City received the application on May 1, 2023 and routed it for review to various City Departments and other local, state and federal agencies for comment on June 21, 2023.
5. City water and sewer are adjacent to the properties.
6. S Oak Street and E 3rd Avenue provide access to the properties.
7. The proposed amendment is adjacent to property designated Industrial.
8. The City issued a Determination of Non-Significance on July 11, 2023.
9. No appeal was filed for the Determination of Non-Significance.
10. A public hearing notification sign was posted at the SE corner of the S Oak Street and E 3rd Avenue intersection.
11. The Notice of Public Hearing was published in the Tri-City Herald on September 3, 2023
12. Staff mailed or emailed the hearing notice to property owners within 300 feet of the site and parties of record on August 31, 2023.
13. The proposed amendment will not allow the property to be rezoned to a zoning district that will permit uses that may negatively influence the public health, safety, welfare and protection of the environment.
14. This proposed amendment is consistent with the review/processing requirements of Chapter 36.70A RCW and with the portion of the City's adopted comprehensive plan not affected by the amendment.
15. The proposed amendment does not correct an obvious mapping error.
16. Proposed amendment does not address an identified need in the comprehensive Plan.

Conclusions of Law

1. Pursuant to Chapter 4.08 of the Kennewick Municipal Code, the lead agency has determined that no mitigating measures are required to reduce probable significant adverse impacts on the environment.
2. The proposed amendment will change the land use designation for the subject sites from Industrial to Low Density Residential.
3. The proposed amendment is consistent with the City of Kennewick Comprehensive Plan Residential Goal 3 and Policy 1.
4. The proposed amendment is consistent with the City of Kennewick Comprehensive Plan Housing Goal 3 and Policy 3.

The motion to approve was moved by Commissioner Griffith and seconded by Commissioner Gregory. The motion was passed 4-1, with Commissioners Griffith, Gregory, Short, and Vice Chairman Helgeson in favor and Commissioner Franklin against.

Council Agenda Coversheet	Agenda Item Number: 5.d. Council Date: 10/17/2023	Category: Ordinance/Reso
	Agenda Item Type: Ordinance Subject: Ordinance 6037: Amending KMC 18.12.020 Accessory Dwelling Units Department: Community Planning Ord/Reso # 6037 Contract # Project # Permit # DCA-2023-0002	
<u>Recommendation</u> The Planning Commission recommends that the City Council approve the proposed amendments to KMC 18.12.020 by adopting Ordinance 6037. <u>Motion for Consideration</u> I move to adopt Ordinance 6037. <u>Summary</u> Accessory dwelling units are independent dwelling units located within or adjacent to an existing single-family home on the same parcel. They are often used to provide independent living space for family members such as aging parents or adult children. They can also provide a revenue stream for property owners when rented out to unrelated individuals and families. Staff recently reviewed the current regulations governing accessory dwelling units and began researching potential changes that help to make building accessory dwelling units more accessible to property owners and to respond to suggestions and criticisms we often hear from customers. In addition, the state legislature recently passed House Bill 1337 which mandates how local jurisdictions regulate accessory dwelling units. The proposed changes are in line with the requirements of HB 1337. The proposed amendments cover minimum lot size, number of accessory dwelling units allowed, height, size, owner occupancy requirements, design guidelines and other criteria. This presentation will explain the proposed changes as compared to what is currently in the Kennewick Municipal Code. The Planning Commission held a public hearing on the proposed amendments and recommended approval to the City Council. <u>Alternatives</u> None recommended,; however, Council could postpone adoption until the date required by HB 1337, which is December 31, 2026. <u>Fiscal Impact</u> None at this time.		
<u>Attachments:</u> 1. Ordinance 2. Staff Report 3. Presentation 4. PC Action Summary 5. Public Hearing Minutes		

CITY OF KENNEWICK
ORDINANCE NO. 6037

AN ORDINANCE RELATING TO ZONE DISTRICTS AND STANDARDS
AND AMENDING SECTION 18.12.020 OF THE KENNEWICK MUNICIPAL
CODE

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

Section 1. Section 18.12.020 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

18.12.020: Accessory Dwelling Units (ADUs):

Accessory dwelling units shall be permitted in all residential zoning districts, shall adhere to the appearance of single-family residences and be subject to the following development standards:

- (1) Number of Accessory Dwelling Units Permitted: Two accessory dwelling units shall be permitted in all residential zoning districts in the following configurations:
 - (a) One attached accessory dwelling unit and one detached accessory dwelling unit;
 - (b) Two attached accessory dwelling units; or
 - (c) Two detached accessory dwelling units, which may be comprised of either one or two detached structures.
- (2) Minimum lot size: Accessory dwelling units are permitted on all lots meeting the minimum lot size for the zone in which they are proposed;
- (3) Setbacks: Detached accessory structures are subject to the provisions of Chapter 18.27.030 with the exception of the maximum height;
- (4) Height: The maximum height for an ADU that is detached from the primary unit shall be 24 feet. The maximum height for an ADU that is attached to the primary unit shall be the maximum height permitted in that zone for the primary unit;
- (5) Total floor area: The total gross floor area of an ADU shall not exceed 1,100 square feet. In calculating living area, uninhabited floor areas such as garages and unheated storage areas are excluded;

- (6) Parking: A minimum of one off-street parking space per ADU is required, in addition to the parking spaces required for the primary dwelling unit;
 - (a) If an attached garage is converted to an accessory dwelling unit, additional parking spaces must be improved elsewhere on the site to replace those lost.
- (7) Connection Charges: Shall be as specified by the applicable ordinances and resolutions;
- (8) Impact Fees: Accessory dwelling units shall be assessed 50% of the same impact fees applicable to the primary dwelling;
- (9) Conversion of Existing Structures: Existing structures, including those which are non-conforming in setbacks or lot coverage, may be converted to ADUs provided they meet applicable building code requirements;
- (10) Conversion of Accessory Dwelling Units to Condominiums: An accessory dwelling unit may be converted into a condominium and sold, subject city and state regulations governing condominiums.

(Ord. 6037 Sec. 1, 2023; Ord. 5528 Sec. 1, 2013; Ord. 5204 Sec. 8, 2007; Ord. 5180 Sec. 1, 2007)

Section 2. This ordinance shall be in full force and effect five days from and after its passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, this 17th day of October, 2023, and signed in authentication of its passage this 17th day of October, 2023.

Attest:

W.D. MCKAY, Mayor

KRYSTAL TOWNSEND, Deputy City Clerk

ORDINANCE NO. 6037 filed and recorded
in the office of the City Clerk of the City of
Kennewick, Washington this 18th day of
October 2023.

Approved as to Form:

LISA BEATON, City Attorney

KRYSTAL TOWNSEND, Deputy City Clerk

DATE OF PUBLICATION _____



Community Planning Department

210 West 6th Avenue

Kennewick, WA 99336

Phone: (509) 585-4280

cedinfo@ci.kennewick.wa.us

STAFF REPORT DCA-2023-0002

Public Hearing Date: August 21, 2023

Proposal Summary: Amend accessory dwelling unit (ADU) development regulations to encourage ADU development and comply with EHB 1337

Applicant: City of Kennewick

Staff Contact: Anthony Muai, AICP, Community Planning Director

Background:

Kennewick adopted provisions for attached accessory dwelling units in 1983 through Ordinance 2757. In 2013, provisions allowing detached accessory dwelling units were added to the code through Ordinance 5528. Provisions limiting height, size, number of bedrooms and occupants were included in those provisions and still exist today.

The proposal was routed for comments on June 13, 2023. Notice was sent to the Washington State Department of Commerce on June 6, 2023. The 60-day comment period ended on August 11, 2023. A SEPA Threshold Determination of Non-Significance was issued for the proposal on July 3, 2023.

Proposed Amendment:

The proposed amendment strives to make the use of accessory dwelling units more accessible to property owners and to comply with the requirements of Engrossed House Bill 1337 which was signed by Governor Inslee on May 8, 2023. The proposed amendments are summarized as follows:

- Minimum lot size is changed from 10,000 square feet to the minimum lot size for the zone
- Number of ADUs is increased from 1 to 2
- Height is increased from 20 feet to 24 feet
- Square footage is increased from the lesser of 800 square feet or 40% of the primary dwelling, whichever is less to 1,100 square feet
- Impact fees are reduced to 50% of a single family dwelling
- Owner occupancy requirement is removed
- Design requirements that exceed what is required of a single-family dwelling are removed
- Allowance for ADUs to be converted into condominiums and sold

The following are the proposed amendments to KMC 18.12.020. New text is shown underlined and in blue color font. Text proposed for deletion is shown struck through and in red color font.

18.12.020: - Accessory Dwelling Units (ADUs)

Accessory dwelling units ~~Attached and detached ADUs are shall be~~ permitted in ~~single-family~~all residential zoning districts, shall adhere to the appearance of single-family residences and be subject to the following development standards:

(1) Number of Accessory Dwelling Units Permitted: Two accessory dwelling units shall be permitted in all residential zoning districts in the following configurations:

- (a) One attached accessory dwelling unit and one detached accessory dwelling unit;
- (b) Two attached accessory dwelling units; or
- (c) Two detached accessory dwelling units, which may be comprised of either one or two detached structures;

~~(1) Attached Accessory Dwelling Units: A portion of a single family dwelling unit may be converted to one accessory apartment which may have a bathroom and kitchen. An attached ADU must comply with the following standards:~~

- ~~(a) One additional improved off-street parking space must be provided for the residents of the accessory apartment and if an attached garage is converted to an accessory unit, additional parking spaces must be improved elsewhere on the site to replace those lost.~~
- ~~(b) One unit must be owner-occupied. The property owner shall record a deed restriction with the Benton County Auditor's Office. The document shall be in a form prescribed by the Planning Director and include a description of the location and size of the ADU and a covenant that one of the dwelling units is, and will continue to be, occupied by the owner of the property as the owner's principal and permanent residence for as long as the other unit is being rented or otherwise occupied. The owner shall maintain residency at least six months out of the year and at no time receive rent for, or otherwise allow to occupy the owner unit when absent the remainder of the year. Falsely certifying owner occupancy shall be considered a violation of the zoning ordinance and is subject to enforcement action.~~

~~(2) Detached Accessory Dwelling Units: Detached ADUs shall be subject to the following standards:~~

- ~~(a) No more than one ADU per legal lot. A lot occupied by two or more dwellings shall not be permitted to have an ADU;~~

~~(b2)~~ Minimum lot size—10,000 square feet Accessory dwelling units are permitted on all lots meeting the minimum lot size for the zone in which they are proposed;

~~(c3)~~ Setbacks: Detached accessory structures are subject to the provisions of Chapter 18.27.030 with the exception of the maximum height;

(4) Height: The maximum height for an ADU that is detached from the primary unit shall be 24 feet. The maximum height for an ADU that is attached to the primary unit shall be the maximum height permitted in that zone for the primary unit;

~~(d5)~~ Total floor area: The total gross floor area of an ADU shall not exceed 40 percent of the living area of the primary dwelling unit or 800 1,100 square feet, whichever is less. In calculating living area, uninhabited floor areas such as garages and unheated storage areas are excluded;

~~(e) — Number of bedrooms: ADUs are limited to one bedroom;~~

~~(f) — Occupancy: No more than three people, of which no more than two are 16 years of age or older, shall reside in an ADU;~~

~~(g6)~~ Parking: Parking: An ADU shall have a A minimum of one off-street parking space per ADU is required, ~~which is~~ in addition to the ~~two off-street~~ parking spaces required for the primary dwelling unit;

(a) If an attached garage is converted to an accessory dwelling unit, additional parking spaces must be improved elsewhere on the site to replace those lost;

~~(h) — Architectural design: The exterior appearance of an ADU shall be architecturally compatible with the primary dwelling unit. Compatible includes coordination of architectural style, exterior building materials, color, roofing material, form and pitch; window style and placement; other architectural features and landscaping;~~

~~(i) — Entrances: Only one entrance may be located on the front of the house, unless the front of the house already has more than one entrance, or in the case of a detached ADU;~~

~~(j7)~~ Connection charges and impact fees shall be as specified by the applicable ordinances and resolutions;

(8) Impact Fees. Accessory dwelling units shall be assessed 50% of the same impact fees applicable to the primary dwelling.

(9) Conversion of Existing Structures. Existing structures, including those which are non-conforming in setbacks or lot coverage, may be converted to ADUs provided they meet applicable building code requirements.

(10) Conversion of Accessory Dwelling Units to Condominiums. An accessory dwelling unit may be converted into a condominium and sold, subject city and state regulations governing condominiums.

~~(k) Owner Occupancy: Prior to the issuance of a building permit establishing an ADU, the property owner shall record a deed restriction with the Benton County Auditor's Office. The document shall be in a form prescribed by the Planning Director and include a description of the location and size of the ADU and a covenant that one of the dwelling units is, and will continue to be, occupied by the owner of the property as the owner's principal and permanent residence for as long as the other unit is being rented or otherwise occupied. The owner shall maintain residency at least six months out of the year and at no time receive rent for, or otherwise allow to occupy the owner unit when absent the remainder of the year. Falsely certifying owner occupancy shall be considered a violation of the zoning ordinance and is subject to enforcement action;~~

~~(l) Grace Period: At no time prior to the adoption of this section has the City of Kennewick zoning ordinance permitted detached ADUs. Nevertheless, for up to 12 months from the effective date of this section, a home or lot which has had a detached ADU established prior to the adoption of this section, but which cannot comply with above items (h) and/or (i), or the setback requirements of this section, may be considered through a conditional use permit process. All other ADU provisions and applicable building code requirements shall apply when legalizing the detached ADU.~~

Staff Analysis:

The proposed amendments will provide additional opportunities for those wishing to construct an accessory dwelling unit (ADU) on their property. In addition, the proposed amendments will allow flexibility in how ADUs are used. Currently, ADUs are limited to one bedroom and three occupants where no more than two of the occupants are older than 16 years old. This restricts families that may have older high school aged children or that may be taking care of an aging parent. It also restricts those that may be starting their family and already have a child. The proposed amendments remove the restrictions that could limit families in need from occupying an ADU.

The proposed amendments not only provide options for families, but they also provide a more affordable alternative to traditional housing in the community such as apartments and single family residences. ADUs tend to cost less to rent due to the smaller size.

Public Comment

One comment was received from Kennewick Irrigation District regarding an earlier draft that specifically allowed no setback on property lines abutting an irrigation and railroad rights of way or alleyways. That proposed revision was removed and the current requirement of compliance with KMC 18.27.030 was retained.

Comprehensive Plan Land Use Goals

The following goals provide a basis to permit housing in the Public Facility zone.

- Housing Goal 1: Support and develop a variety of housing types and densities to meet the diverse needs of the population.
 - Housing Goal 1, Policy 3: Allow residential developments such as condominiums, zero lot lines, accessory apartments and other innovative housing techniques.
- Housing Goal 3: Promote affordable housing for all economic segments of the community.
 - Housing Goal 3, Policy 1: Promote affordable infill residential construction through flexibility in development techniques.

Regulatory Controls and Policies

- Kennewick Municipal Code Title 18
- Kennewick Comprehensive Plan
- Engrossed House Bill 1337

Findings of Fact:

1. The applicant is the City of Kennewick.
2. Notice of the proposed code revision was sent to the Washington State Department of Commerce on June 12, 2023, consistent with the requirements of RCW 36.70A.106 and confirmation of notice received was issued by Commerce on June 13, 2023 with a comment period end date of August 11, 2023.
3. Notice of the proposed code revision was circulated for comments on June 13, 2023.
4. The City fulfilled the State Environmental Policy Act requirements by issuing a Determination of Non-Significance was issued on July 3, 2023 and published in the Tri-City Herald on July 6, 2023.
5. The Notice of Public Hearing was published in the Tri-City Herald on August 6, 2023.
6. The proposed amendment will reduce the minimum lot square footage required from 10,000 square feet to the minimum lot size allowed within the zone the accessory dwelling unit is proposed to be constructed in.
7. The proposed amendment will increase the maximum height for accessory dwelling units from 20 feet to 24 feet.
8. The proposed amendment will increase the maximum number of accessory dwelling units on a single lot from one to two.
9. The proposed amendment will increase the maximum allowed square footage from the lesser of 800 square feet or 40% of the square footage of the primary residence to 1,100 square feet.
10. The proposed amendment will remove the limit on the number of occupants.
11. The proposed amendment will remove the requirement for the property owner to live on site.
12. The proposed amendment will reduce impact fees to 50% of what would be paid when constructing a single-family residence.
13. The proposed amendment will allow accessory dwelling units to be converted to condominiums and sold.
14. The proposed amendments will satisfy the City of Kennewick's obligation to comply with the requirements of Engrossed House Bill 1337.

Conclusions of Law:

1. The proposed amendments will not negatively affect the City of Kennewick's public health, safety, and general welfare.
2. The proposed amendments do not conflict with goals and policies of the Comprehensive Plan, but rather support Housing Goal 1; Housing Goal 1, Policy 3; Housing Goal 3; and Housing Goal 3, Policy 1.
3. The proposed amendments do not conflict with other provisions of the Kennewick Municipal Code.
4. The proposed amendments comply with Engrossed House Bill 1337.

Staff Recommendation:

Staff recommends that the Planning Commission forward a recommendation of APPROVAL to City Council.

Motion:

I move that the Planning Commission concur with the findings and conclusions in the staff report DCA-2023-0002 and recommend to City Council approval of the request.

Exhibits:

1. Staff Report
2. Proposed Amendments
3. Environmental Determination of Non-significance
4. Parties of Record Comments

18.12.020: Accessory Dwelling Units (ADUs).

Accessory dwelling units ~~Attached and detached ADUs are~~ shall be permitted in ~~single-family~~ all residential zoning districts, shall adhere to the appearance of single-family residences and be subject to the following development standards:

- (1) Number of Accessory Dwelling Units Permitted: Two accessory dwelling units shall be permitted in all residential zoning districts in the following configurations:
 - (a) One attached accessory dwelling unit and one detached accessory dwelling unit;
 - (b) Two attached accessory dwelling units; or
 - (c) Two detached accessory dwelling units, which may be comprised of either one or two detached structures;
- ~~(1) — Attached Accessory Dwelling Units: A portion of a single-family dwelling unit may be converted to one accessory apartment which may have a bathroom and kitchen. An attached ADU must comply with the following standards:~~
 - ~~(a) — One additional improved off-street parking space must be provided for the residents of the accessory apartment and if an attached garage is converted to an accessory unit, additional parking spaces must be improved elsewhere on the site to replace those lost.~~
 - ~~(b) — One unit must be owner-occupied. The property owner shall record a deed restriction with the Benton County Auditor's Office. The document shall be in a form prescribed by the Planning Director and include a description of the location and size of the ADU and a covenant that one of the dwelling units is, and will continue to be, occupied by the owner of the property as the owner's principal and permanent residence for as long as the other unit is being rented or otherwise occupied. The owner shall maintain residency at least six months out of the year and at no time receive rent for, or otherwise allow to occupy the owner unit when absent the remainder of the year. Falsely certifying owner occupancy shall be considered a violation of the zoning ordinance and is subject to enforcement action.~~
- ~~(2) — Detached Accessory Dwelling Units: Detached ADUs shall be subject to the following standards:~~
 - ~~(a) — No more than one ADU per legal lot. A lot occupied by two or more dwellings shall not be permitted to have an ADU;~~
 - ~~(b2) Minimum lot size — 10,000 square feet~~ Accessory dwelling units are permitted on all lots meeting the minimum lot size for the zone in which they are proposed;
 - ~~(c3) Setbacks: Detached accessory structures are subject to the provisions of Chapter 18.27.030 with the exception of the maximum height;~~
 - ~~(4) Height: The maximum height for an ADU that is detached from the primary unit shall be 24 feet. The maximum height for an ADU that is attached to the primary unit shall be the maximum height permitted in that zone for the primary unit;~~
 - ~~(d5) Total floor area: The total gross floor area of an ADU shall not exceed 40 percent of the living area of the primary dwelling unit or 800-1,100 square feet, whichever is less. In calculating living area, uninhabited floor areas such as garages and unheated storage areas are excluded;~~
 - ~~(e) — Number of bedrooms: ADUs are limited to one bedroom;~~
 - ~~(f) — Occupancy: No more than three people, of which no more than two are 16 years of age or older, shall reside in an ADU;~~

- (g6) ~~Parking: Parking: An ADU shall have a~~ A minimum of one off-street parking space per ADU is required, which is in addition to the two off-street parking spaces required for the primary dwelling unit;
- (a) If an attached garage is converted to an accessory dwelling unit, additional parking spaces must be improved elsewhere on the site to replace those lost;
- ~~(h) Architectural design: The exterior appearance of an ADU shall be architecturally compatible with the primary dwelling unit. Compatible includes coordination of architectural style, exterior building materials, color, roofing material, form and pitch; window style and placement; other architectural features and landscaping;~~
- ~~(i) Entrances: Only one entrance may be located on the front of the house, unless the front of the house already has more than one entrance, or in the case of a detached ADU;~~
- ~~(j7) Connection charges and impact fees shall be as specified by the applicable ordinances and resolutions;~~
- (8) Impact Fees. Accessory dwelling units shall be assessed 50% of the same impact fees applicable to the primary dwelling.
- (9) Conversion of Existing Structures. Existing structures, including those which are non-conforming in setbacks or lot coverage, may be converted to ADUs provided they meet applicable building code requirements.
- (10) Conversion of Accessory Dwelling Units to Condominiums. An accessory dwelling unit may be converted into a condominium and sold, subject city and state regulations governing condominiums.
- ~~(k) Owner Occupancy: Prior to the issuance of a building permit establishing an ADU, the property owner shall record a deed restriction with the Benton County Auditor's Office. The document shall be in a form prescribed by the Planning Director and include a description of the location and size of the ADU and a covenant that one of the dwelling units is, and will continue to be, occupied by the owner of the property as the owner's principal and permanent residence for as long as the other unit is being rented or otherwise occupied. The owner shall maintain residency at least six months out of the year and at no time receive rent for, or otherwise allow to occupy the owner unit when absent the remainder of the year. Falsely certifying owner occupancy shall be considered a violation of the zoning ordinance and is subject to enforcement action;~~
- ~~(l) Grace Period: At no time prior to the adoption of this section has the City of Kennewick zoning ordinance permitted detached ADUs. Nevertheless, for up to 12 months from the effective date of this section, a home or lot which has had a detached ADU established prior to the adoption of this section, but which cannot comply with above items (h) and/or (i), or the setback requirements of this section, may be considered through a conditional use permit process. All other ADU provisions and applicable building code requirements shall apply when legalizing the detached ADU.~~

(Ord. 5528 Sec. 1, 2013; Ord. 5204 Sec. 8, 2007; Ord. 5180 Sec. 1, 2007)



Community Planning Department

210 West 6th Avenue

Kennewick, WA 99336

Phone: (509) 585-4280

cedinfo@ci.kennewick.wa.us

DETERMINATION OF NON-SIGNIFICANCE

FILE/PROJECT NUMBER: ED 2023-0018/DCA-2023-0002

DESCRIPTION OF PROPOSAL: Amend development regulations to encourage accessory dwelling unit (ADU) development and comply with recently adopted legislation by allowing 2 ADUs per lot, increasing height to 24 ft, increasing floor area to 1,100 sq ft, reducing impact fees and removing owner occupancy requirements.

PROPONENT: City of Kennewick

LOCATION OF PROPOSAL, INCLUDING STREET ADDRESS, IF ANY: N/A

LEAD AGENCY: City of Kennewick

DETERMINATION: The City of Kennewick has determined that this proposal does not have a probable significant adverse impact on the environment. An Environmental Impact Statement (EIS) will not be required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the City. This information is available to the public on request. Application for other required permits may require further review under SEPA procedures.

☒ There is no comment period for this DNS.

☐ This DNS is issued after using the optional DNS process in WAC 197-11-355. There is no further comment period on the DNS.

☐ This DNS is issued under 197-11-340(2); the City will not act on this proposal for fifteen days from the date below. Comments must be submitted by _____. After the review period has elapsed, all comments received will be evaluated and the DNS will be retained, modified, or withdrawn as required by SEPA regulations.

RESPONSIBLE OFFICIAL: Anthony Muai, AICP

POSITION/TITLE: Community Planning Director

ADDRESS: 210 W 6th Ave., P.O. Box 6108, Kennewick, WA 99336

PHONE: (509) 585-4386

☐ Changes, modifications and/or additions to the checklist have been made on the attached Environmental Checklist Review.

This DNS is subject to the attached conditions:

☒ No conditions.

☐ See attached condition(s).

Date: July 3, 2023

Signature: _____

Appeal: An appeal of this determination must be submitted to the Community Planning Department within fourteen (14) calendar days after the date issued. This appeal must be written and make specific factual objections to the City's threshold determination. Appeals shall be conducted in conformance with Section 4.12.090(9) of the Kennewick Municipal Code and the required fees pursuant to the City's adopted Fee Schedule shall be paid at time of appeal submittal.



Exhibit 4
2015 South Ely Street
Kennewick, WA 99337
Customer Service 509-586-9111
Business 509-586-6012
FAX 509-586-7663
www.kid.org

June 14, 2023

Anthony Muai, Community Planning Director
City of Kennewick - Development Services Division
PO Box 6108
Kennewick, WA 99336

Subject: Proposed Accessory Dwelling Unit Amendments

Dear Mr. Muai:

The Kennewick Irrigation District has received your proposed amendments to the City of Kennewick Municipal Code. It is proposed that KMC 18.12.020: Accessory Dwelling Units (ADUs) be amended to address changing needs in the community and to comply with recently adopted State legislation.

The KID requests that you remove the exception of the canal right of ways under Section 2, "Setbacks".

If you have any questions regarding these comments, please contact me at the address/phone number listed above.

Sincerely,

Chris Sittman, CAD Specialist
KID Engineering Department

cc: LB\correspondence\City of Kennewick

Accessory Dwelling Unit (ADU) Updates

City Council Meeting
October 17, 2023



Summary of Proposal

- * Amend ADU requirements for ease of use and to comply with HB 1337
 - * Minimum lot size
 - * Number of ADUs
 - * Height
 - * Square footage
 - * Condo conversion
 - * Owner occupancy
 - * Impact Fees
 - * Design requirements

Proposed Amendments

- * Allow ADUs on all lots that meet minimum lot size for the zone
 - * Current: min lot size of 10,000 sf regardless of zone for detached; no min for attached
- * Allow 2 ADUs per lot (2 attached; 1 attached, 1 detached; 2 attached, but detached from primary structure)
 - * Current: 1 ADU per qualifying lot

Proposed Amendments

- * Max height of 24 feet for detached ADU
 - * Current: 20 ft for detached, zone max for attached
- * Max size of detached ADU 1,100 sf
 - * Current: 800 sf or 40% of primary structure, whichever is less
- * No restriction on number of bedrooms
 - * Current: Only 1 bedroom permitted
- * ADUs may be converted into condominiums and sold

Proposed Amendments

- * Property owner not required to live onsite
 - * Current: Property owner must live on site
- * Traffic impact fees assessed at 50% of single-family
 - * Current: Assessed at single-family rate
- * Design requirements consistent with single family requirements – matching existing is not required
 - * Current: ADU must be architecturally compatible with primary unit (windows, siding, style, etc.)

Requirements not changing

- * Setbacks
 - * Same as residential accessory structures
 - * 5 ft side, 5 ft rear, 15 ft front, 0 ft at alleys and certain ROW
- * Parking
 - * 1 per ADU in addition to required parking for primary dwelling unit

Comprehensive Plan Goals & Policies

- * **Housing Goal 1: Support and develop a variety of housing types and densities to meet the diverse needs of the population.**
 - * Housing Goal 1, Policy 3: Allow residential developments such as condominiums, zero lot lines, accessory apartments and other innovative housing techniques.
- * **Housing Goal 3: Promote affordable housing for all economic segments of the community.**
 - * Housing Goal 3, Policy 1: Promote affordable infill residential construction through flexibility in development techniques.

Recommendation

The Planning Commission recommends approval of the proposed amendments to KMC 18.12.020: Accessory Dwelling Units.

Questions?



Planning Commission Action Summary
DCA-2022-0002
(Accessory Dwelling Unit Revisions)

The Kennewick Planning Commission conducted a public hearing on August 21, 2023. All interested parties were invited to come before the Commission and be heard. After reviewing the staff report and all oral and written facts and opinions, Commissioner Franklin moved that the Planning Commission concur with the findings and conclusions in the staff report and recommend to City Council approval of the request.

Findings of Fact:

1. The applicant is the City of Kennewick.
2. Notice of the proposed code revision was sent to the Washington State Department of Commerce on June 12, 2023, consistent with the requirements of RCW 36.70A.106 and confirmation of notice received was issued by Commerce on June 13, 2023 with a comment period end date of August 11, 2023.
3. Notice of the proposed code revision was circulated for comments on June 13, 2023.
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5. The Notice of Public Hearing was published in the Tri-City Herald on August 6, 2023.
6. The proposed amendment will reduce the minimum lot square footage required from 10,000 square feet to the minimum lot size allowed within the zone the accessory dwelling unit is proposed to be constructed in.
7. The proposed amendment will increase the maximum height for accessory dwelling units from 20 feet to 24 feet.
8. The proposed amendment will increase the maximum number of accessory dwelling units on a single lot from one to two.
9. The proposed amendment will increase the maximum allowed square footage from the lesser of 800 square feet or 40% of the square footage of the primary residence to 1,100 square feet.
10. The proposed amendment will remove the limit on the number of occupants.
11. The proposed amendment will remove the requirement for the property owner to live on site.
12. The proposed amendment will reduce impact fees to 50% of what would be paid when constructing a single-family residence.
13. The proposed amendment will allow accessory dwelling units to be converted to condominiums and sold.
14. The proposed amendments will satisfy the City of Kennewick's obligation to comply with the requirements of Engrossed House Bill 1337.

Conclusions of Law:

1. The proposed amendments will not negatively affect the City of Kennewick's public health, safety, and general welfare.
2. The proposed amendments do not conflict with goals and policies of the Comprehensive Plan, but rather support Housing Goal 1; Housing Goal 1, Policy 3; Housing Goal 3; and Housing Goal 3, Policy 1.
3. The proposed amendments do not conflict with other provisions of the Kennewick Municipal Code.
4. The proposed amendments comply with Engrossed House Bill 1337.

The motion was seconded by Commissioner Gregory. The motion passed 4-0, with Commissioners Franklin, Gregory, Griffith and Chairman Morris all in favor. Commissioners Helgeson, Hempstead and Short were excused.

**KENNEWICK PLANNING COMMISSION
AUGUST 21, 2023
MEETING MINUTES**

1. CALL TO ORDER

Chairman Morris called the meeting to order at 6:50 p.m.

(The meeting started late due to audio issues in the Council Chambers).

Commissioner Hempstead led the Pledge of Allegiance.

Community Planning Administrative Assistant Melinda Didier called the roll and found the following present:

PRESENT: Chairman Victor Morris, Commissioners Tina Gregory, Lola Franklin, and Nikki Griffith. *(All in person).*

ABSENT: Vice Chair Thomas Helgeson, Commissioners Ken Short and James Hempstead *(Excused).*

STAFF: Anthony Muai, AICP Planning Director; Steve Donovan, AICP Development Services Manager; Matt Halitsky, AICP Senior Planner; Alisha Piper, Planner; Joseph Laris, Assistant Planner; Melinda Didier, Community Planning Administrative Assistant.

Four commissioners were present and three absent; Ms. Didier declared a quorum was established.

2. CONSENT AGENDA

- a. Approval of the minutes dated August 7, 2023.
- b. Approval of the agenda.
- c. Motion to enter Staff Report(s) into the Record.

MOTION: Commissioner Griffith 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:

Chairman Morris made the following statement:

“Good evening and welcome to the August 21, 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) #2023-0005:

Chairman Morris opened the public hearing at 6:55 pm for Change of Zone (COZ) #2023-0005

1. Ms. Piper described the application, presented the staff report, and recommended the Planning Commission forward a recommendation for approval of COZ #2023-0005 to City Council.

Planning Commission Questions: Commissioner Gregory stated that she wanted it on the record that at a Benton County Commissioner meeting she spoke with Robert Blain but did not discuss the application.

2. Testimony of Applicant/Applicant's Representative: Robert Blain Benton County, 620 Market Street, Prosser: Mr. Blain stated he had no comments.
3. Testimony in Favor of the Request: None.
4. Testimony Neutral/Against the Request: None
5. Testimony of Those Registered on Virtual Format: None
6. Applicant/Owner Final Testimony: None
7. Staff Final Comments: None
8. Public Testimony Closed at 7:00 p.m.

MOTION: Commissioner Gregory moved to concur with the findings and conclusions in staff report COZ-2023-0005 and recommend City Council APPROVE the request. Commissioner Griffith seconded the motion.

DISCUSSION: None

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

B. CHANGE OF ZONE (COZ) #2023-0006:

Chairman Morris opened the public hearing at 7:02 pm for Change of Zone (COZ) #2023-0006.

Mr. Halitsky described the application, presented the staff report, and recommended the Planning Commission forward a recommendation for approval of COZ #2023-0006 to City Council.

Planning Commission Questions: Commissioner Franklin asked if this will be a gas station; Chairman Morris asked for the location of the property.

1. Testimony of Applicant/Applicant's Representative:

Shane O'Neill, LCR Construction LLC, 2524 Robertson Drive, Richland: Mr. O'Neill stated the reason for the zone change is gas station/convenience stores are not allowed in the current IL zoning district; thanked Planner Matt Halitsky for his assistance in the zone change process, good location for a gas station/convenience store, and asked for Planning Commission to further a recommendation of approval for the request to City Council.

2. Testimony in Favor of the Request: None.

3. Testimony Neutral/Against the Request: None

4. Testimony of Those Registered on Virtual Format: None

5. Applicant/Owner Final Testimony: None

6. Staff Final Comments: None

7. Public Testimony Closed at 7:08 p.m.

MOTION: Commissioner Gregory moved to concur with the findings and conclusions in staff report COZ-2023-0006 and recommend City Council APPROVE the request. Commissioner Griffith seconded the motion.

DISCUSSION: None

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

C. DEVELOPMENT CODE AMENDMENT (DCA) #2023-0002:

Chairman Morris opened the public hearing at 7:10 pm for Development Code Amendment (DCA) #2023-0002.

1. Mr. Muai described the proposed application and presented the staff report by the City Planning Department to amend the ADU requirements for ease of use and to comply with recent House Bill (HB) 1337: Minimum Lot Size, Number of ADU's, Height, Square Footage, Condo Conversion, Owner Occupancy, Impact Fees, and Design Requirement. The ADU requirements that are not changing are Setbacks and Parking. Mr. Muai said that Planning Department staff recommended the Planning Commission forward a recommendation for approval of DCA-2023-0002 to City Council.

Planning Commission Questions included: Will this allow extensions on the existing 800 square foot ADU's; how does this affect tiny homes; Is there a specific date due to implement; when would the new requirements go into effect.

2. Testimony of Applicant/Applicant's Representative: None (City is the Applicant).

3. Testimony in Favor of the Request: None.

4. Testimony Neutral/Against the Request: None

5. Testimony of Those Registered on Virtual Format: None
6. Applicant/Owner Final Testimony: None (City is the Applicant)
7. Staff Final Comments: None
8. Public Testimony Closed at 7:28 p.m.

MOTION: Commissioner Franklin moved to concur with the findings and conclusions in staff report DCA 2023-0002 and recommend City Council APPROVE the request. Commissioner Gregory seconded the motion.

DISCUSSION: None

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

4. VISITORS NOT ON AGENDA:

- a. None

5. OLD BUSINESS:

- a. None

6. NEW BUSINESS:

- a. **Annual Comprehensive Plan Amendment Workshop:** AICP Planning Director Anthony Muai – Steve Donovan and Matt Halitsky have been processing these; Mr. Donovan gave the presentation.

Mr. Donovan gave an overview of the 2023 Comprehensive Plan Amendments, the approval criteria, additional factors and the key issues of each application:

- CPA-2023-0001 – 208 N. Kellogg St. LDR to C
- CPA-2023-0002 – 1215 S. Cedar St. LDR to MDR
- CPA-2023-0003 – various addresses on Oak St., 3rd Ave & Quince Pl. – I to LDR

Next Steps:

- 9/18 – Planning Commission Public Hearings
- 9/26 – City Council Workshop
- 10/17 - City Council Decision

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

None.

8. ADJOURNMENT: The meeting concluded at 7:49 p.m.

Council Agenda Coversheet	Agenda Item Number: 6.a. Council Date: 10/17/2023	Category: Public Mtg / Hrg
	Agenda Item Type: Public Hearing Subject: Substantial Amendment to the 2019 Annual Action Plan (CDBG) Department: Management Services Ord/Reso # Contract # Project # Permit #	

Recommendation

Staff recommends the approval of the 2019 Community Development Block Grant (CDBG) Substantial Amendment.

Motion for Consideration

I move to approve the 2019 Community Development Block Grant (CDBG) Substantial Amendment, as recommended by the CDBG Advisory Board, and authorize the City Manager to sign the CDBG Substantial Amendment reallocation.

Summary

The City of Kennewick is an entitlement City as granted by the Federal Department of Housing and Urban Development (HUD) and is an annual recipient of CDBG funds. HUD regulations stipulate eligible uses for these funds and require the City to submit a 5-year long-range plan followed by Annual Action Plans specifying how the funds will be spent.

A substantial amendment to an Annual Action Plan occurs when the original purpose of a project is changed to a new eligible category or when a change in the original plan exceeds 25% of the original allocation. The Pedestrian Pathway Solar Lighting project using CARES Act funds has been successfully completed and came in under budget by returning \$28,249 to CDBG. The City must allocate the extra funds towards a new or existing CARES Act project. All projects that are funded by the CARES Act grant must have a tieback on how our local government is taking steps to prevent, prepare for and respond to COVID-19. In 2021, HUD released a notice approving security enhancements as eligible projects due to the increase in community violence in the wake of the COVID-19 pandemic.

The following substantial amendment is recommended by the CDBG Advisory Committee to fund the proposed Community Center Security Enhancements Project by utilizing excess CDBG-CV (CARES Act) funds.

\$28,249 Excess CARES Act funds

~~\$15,338~~ Community Center Security Enhancement Project: (via quote July 24, 2023. Subject to change as the project develops)

\$12,911 Unallocated Funds (difference between excess CARES Act funds and estimated cost of the security enhancement project)

The project will consist of installing a lockdown button behind the front counter, four internal security cameras, and an access control/badge reader for the rear door located in the kitchen. When an unsafe situation is occurring, staff can push the lockdown button and lock all doors from an intruder coming inside. The security cameras help staff keep an eye on all areas of the building and a badge reader helps eliminate multiple keys being produced and gives improved access control to manage access for Meals on Wheels staff/volunteers. Access controllers are centralized within the City's IT Department with badges and door access only given by IT staff. Specific days/times these badges are active can also be completed.

HUD released a notice on April 18, 2023, that states CARES Act funds do not need to be 100% expended until June 30, 2026. Due to this revised requirement, staff recommends reserving the estimated \$12,911 as unallocated funds. These funds will be used once a new project is identified to benefit Kennewick residents in preparing for, responding to, and preventing COVID-19.

Alternatives

Return to Committee for further consideration.

Fiscal Impact

None. The projects are funded strictly via CARES Act funds provided to the City by HUD.

Attachments:

1. Staff Report
2. Quote



Leading the Way

**Management Services
Community Development Block Grant Staff Report**

Council Date: October 17, 2023
Staff Contact: Kylie Peel
Agenda Item: Substantial Amendment to the 2019 Annual Action Plan

The City is entitled to utilize CDBG funds to carry out a number of activities that meet HUD's three National Objectives. The activities must satisfy one or more of the following criteria:

- Provide a benefit to low- and moderate-income persons; OR
- Prevent or eliminate slums or blight; OR
- Meet an urgent community need (disaster) that threatens the health or welfare of residents

***5-Year Consolidated Plan "Citizen Participation Plan"
Substantial Amendment Requirements***

A Substantial Amendment to the plan will occur when the original purpose of an allocation is changed to a new eligible category, or when a change in the allocation exceeds 25% of the City's yearly allocation. A Substantial Amendment must;

- *Be approved by the City's CDBG Advisory Committee*
- *Be advertised in a local newspaper and available for a period of 30 days for public review and comment*
- *Be approved by City Council after the public review and comment period has ended*
- *Be signed by the City Manager after approval by City Council*
- *Be submitted to HUD by Staff for final approval*

Amendment will fund the Community Center Security Enhancement Project:

All projects that are funded by the CARES Act grant must have a tieback on how our local government is taking steps to prevent, prepare for and respond to COVID-19. In 2021, HUD released a notice approving security enhancements as eligible projects due to the increase in community violence in the wake of the COVID-19 pandemic.

The Substantial Amendment to the 2019 Annual Action Plan will fund the above project with installing a lockdown button behind the front counter, 4 internal security cameras, and an access control/badge reader for the rear door located in the kitchen. When an unsafe situation is occurring, staff can push the lockdown button and lock all doors from an intruder coming inside. The security cameras help staff keep an eye on all areas of the building and a badge reader helps eliminate multiple keys being produced and gives improved access control to manage access for Meals on Wheels staff/volunteers. Access controllers are centralized within the City's IT Department with badges and door access only given by IT staff. Specific days/times these badges are active can also be completed.

Community Development

210 W. 6th Avenue • PO Box 6108 • Kennewick, WA 99336-0108
(509) 585-4432 • kylie.peel@ci.kennewick.wa.us



Leading the Way

July 24, 2023

To: Kylie Peel, CDBG Coordinator

From: Cody Lewis, IT Asst Manager/Project Manager

RE: Community Center Security Enhancements Proposal

Below is the requested proposal for the security enhancements at the Kennewick Community Center. The scope of the project includes adding 4 internal security cameras, a lock down button, and access control/badge reader on the kitchen door.

Cost Summary by Deliverable:

Cameras	\$ 8,544.85
Door	\$ 4,026.73
Lockdown Button	<u>\$ 2,766.27</u>
Total Cost (Installed)	\$15,337.85

Cost by Component:

Cabling	\$ 6,831.80
Software/Hardware	\$ 5,832.03
Professional Services	<u>\$ 2,674.02</u>
Total Costs	\$15,337.85

The detailed scope of work for the various components are:

- Low Voltage Cabling –
 - Provide and install 4 category 6 communications cables for camera locations.
 - Provide and install 1 – 18/4 cable to front counter for panic button.
 - Provide and install 1 bundled door access cable to kitchen door for door access.
 - Provide and install 8 category 6 jacks.
 - Provide and install 4 back boxes for cameras.
 - Provide and install EMT conduit with fittings and supports as needed.
 - Assist with card reader and door strikes.
 - Install 4 owner provided cameras.
 - Provide terminations, testing, and documentation of work performed.
- Professional Services for Installation & Configuration:
 - Configuration and setup of 4 Axis cameras in Genetec
 - Access Control/Badge Reader:
 - Configuration of LP1501 controller
 - Configuration of kitchen door



Leading the Way

- Configuration of lockdown button
- Configuration of Barix 50 and Informa Cast.
- Testing and verification of built system.
- Documentation of built system

Please let me know if you need any additional information.