



City Council Regular Meeting Agenda

May 20, 2025 at 6:30 PM

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

Meetings are broadcast live at <https://www.go2kennewick.com/CouncilMeetingBroadcasts>.

Public comment registration and instructions are available at <https://www.go2kennewick.com/PublicComments>.

1. CALL TO ORDER

Roll Call/Pledge of Allegiance/Welcome/Invocation

HONORS & RECOGNITIONS

- Proclamation: EMS/Paramedics Week
- Proclamation: Public Works Week

2. VISITORS

A total of thirty minutes is allocated for visitor comments, with each person permitted to speak once for a maximum of three minutes. Visitors are welcome to address any topic, except for: campaigns; ballot measures; candidates running for office; items under public hearing; and quasi-judicial matters. Comments can be submitted in person, remotely via Zoom, or in writing. Written comments will be distributed to each Councilmember but not read into the record. If you want to provide feedback through Zoom or written format, please reach out to the City Clerk or our website for guidance. www.go2kennewick.com

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

All items included in the Consent Agenda have been provided to each member of the Kennewick City Council for review and consideration. These items are deemed routine and will be approved with a single motion from the Council, without any separate discussion. A Councilmember may remove an item for further consideration under New Business.

- Meeting Minutes: May 6, 2025, City Council Regular Meeting**
Motion to approve the minutes as presented.
- Meeting Minutes: May 13, 2025, City Council Workshop Meeting**
Motion to approve the minutes as presented.
- Claims Roster: April 2025**
Motion to approve the Claims Roster for April 2025 in the amount of \$7,187,420.02 comprised of electronic payments and check numbers 319062-319461.
- Payroll Roster: For the Pay Period Ending 04/30/2025**
Motion to approve the payroll roster for the pay period ending 04/30/2025.
- Franchise: Assignment and Change in Control Between USCellular and T-Mobile for an Existing Franchise Agreement**
Motion to authorize the Mayor to sign the Assignment and Change in Control Transaction Notice with USCOC of Richland Inc, in accordance with the terms of the franchise agreement.

f. **Contract Award: Steptoe & Arrowhead Signal Project**

Motion to award Contract P2112-25 Steptoe & Arrowhead Signal Project to ESF Development LLC in the amount of \$514,558.00 plus a 10% contingency amount of \$51,455.80, for a total amount of \$566,013.80 and authorize the City Manager to execute the contract.

g. **Contract Award: 32nd & Lone Lift Station Project**

Motion to award Contract P2408-25, 32nd & Lone Lift Station Project to C&E Trenching in the amount of \$574,953.60 plus a 10% contingency amount of \$57,495.36, for a total amount of \$632,448.96 and authorize the City Manager to execute the contract.

h. **Set Hearing Date: Six-Year Transportation Improvement Plan**

Motion to set the date of June 3, 2025, for a public hearing to adopt the Six-Year Transportation Improvement Plan (2026-2031).

i. **Set Public Meeting Date: Annexation AZ-2025-0001, Strizhak Haven Ranch, LLC at 5215 S Washington Street**

Motion to set the required public meeting for AZ-2025-0001 for June 3, 2025.

5. NEW BUSINESS

- a. UPDATE: 2025 Legislative Session

6. ORDINANCES

- a. Ordinance: Transitioning Public-Facing Parks Regulations from the Kennewick Administrative Code 9-44 to the Kennewick Municipal Code, Amending Section 10.08.040
- b. Ordinance: Transitioning Public-Facing Planning Regulations from the Kennewick Administrative Code to the Kennewick Municipal Code (DCA-2025-0003)
- 1 Ordinance: Relating to the State Environmental Policy Act and Amending Section 4.08.540 of the Kennewick Municipal Code (DCA-2025-0003)
 - 2 Ordinance: Relating to Zoning and Amending Section 18.12.250 of the Kennewick Municipal Code (DCA-2025-0003)
 - 3 Ordinance: Relating to Zoning and Amending Section 18.45.010 of the Kennewick Municipal Code (DCA-2025-0003).
- c. Ordinance: Transitioning Public-Facing Planning Regulations from the Kennewick Administrative Code to the Kennewick Municipal Code 18.42.120 - Minor Variations (DCA-2025-0004)
- d. Ordinance: Relating to Implementation of HB 1110 (2023) - Middle Housing
- 1 Ordinance: Relating to Public Water System Connections and Amending KMC 14.09.080
 - 2 Ordinance: Relating to Public Sewer System Connections and Amending KMC 14.22.030
 - 3 Ordinance: Relating to General Provisions and Amending KMC 18.03.040
 - 4 Ordinance: Relating to Definitions and Adding Sections to KMC 18.09
 - 5 Ordinance: Relating to Zone Districts and Standards and Amending KMC 18.12.010

- 6 Ordinance: Relating to Landscaping and Amending KMC 18.21.020 and 18.21.060
- 7 Ordinance: Relating to Off-Street Parking and Amending KMC 18.36.060 and 18.36.100
- 8 Ordinance: Relating to Land Use Permits and Amending KMC 18.42.110
- 9 Ordinance: Relating to Residential Design Standards and Amending KMC 18.75.010, 18.75.020 and 18.75.030

7. COUNCIL COMMENTS & DISCUSSION

8. CONCLUSION



Proclamation

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

WHEREAS, the emergency medical services system comprises various professionals including first responders, paramedics, dispatchers, firefighters, police officers, educators, nurses, physicians, and trained members of the public; and

WHEREAS, members of emergency medical services teams, whether they are career professionals or volunteers, dedicate thousands of hours to specialized training and ongoing education to improve their life-saving abilities; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating the Emergency Medical Services Week

NOW, THEREFORE, I, GRETLE CRAWFORD, Mayor of the City of Kennewick, on behalf of the Kennewick City Council, do hereby proclaim May 18 through May 24, 2025, as

EMERGENCY MEDICAL SERVICES WEEK IN KENNEWICK

The 51st anniversary of EMS Week theme is "EMS WEEK: We Care. For Everyone." I encourage the community to observe this week with appropriate programs, ceremonies, and activities in honor of the EMS profession and the essential service it provides.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official seal of the City of Kennewick to be hereunto affixed this 20th day of May 2025.

SIGNED

GRETLE CRAWFORD,
Mayor

ATTEST

KRYSTAL JOHNSTON,
City Clerk



Proclamation

WHEREAS, public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to public health, high quality of life, and well-being of the people of Kennewick; and,

WHEREAS, these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in Kennewick to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2025 marks the 65th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association be it now,

NOW, THEREFORE, I, GRETJ. CRAWFORD, Mayor of the City of Kennewick, on behalf of the Kennewick City Council, do hereby proclaim May 18 through May 24, 2025, as

PUBLIC WORKS WEEK IN KENNEWICK

I encourage all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and advancing quality of life for all.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official seal of the City of Kennewick to be hereunto affixed this 20th day of May 2025.

SIGNED


GRETJ. CRAWFORD,
Mayor

ATTEST


KRYSTAL JOHNSTON,
City Clerk

Council Agenda Coversheet	Item Number: 4.a. Date: 5/20/2025 Item Type: General Business Item	Category: Consent Agenda
	Subject: Meeting Minutes: May 6, 2025, City Council Regular Meeting Department: Executive Services	
<u>Recommendation</u> Staff recommends Council approve the meeting minutes as presented. <u>Motion for Consideration</u> Motion to approve the minutes as presented. <u>Summary</u> The City Clerk's Office has prepared action-format meeting minutes for City Council's consideration. <u>Alternatives</u> The City Council may make corrections to errors and approve the meeting minutes as amended. <u>Fiscal Impact</u> None.		
<u>Attachments:</u> 1. Minutes - Draft		

**CITY OF KENNEWICK
CITY COUNCIL REGULAR MEETING
May 6, 2025**

City Council Present:

Gretl Crawford, Mayor
Chuck Torelli, Mayor Pro Tem
Loren Anderson, Councilmember
Brad Beauchamp, Councilmember

Jason McShane, Councilmember
Jim Millbauer, Councilmember
John Trumbo, Councilmember

City Staff Present:

Erin Erdman, City Manager
Laurencio Sanguino, City Attorney
Jessica Platt, Finance Director
John Cowling, Public Works Director
Anthony Muai, Planning Director
Chris Guerrero, Police Chief
Chad Michael, Fire Chief

Cary Roe, Deputy City Manager
Lisa Beaton, Deputy City Manager
Krystal Johnston, City Clerk
Nick Farline, Parks, Facilities, & Recreation Director
Michael Heffner, Deputy Fire Chief
Trever Davis, Police Commander

1. CALL TO ORDER

Mayor Crawford called the meeting to order at 6:30 p.m.

Ms. Johnston stated all councilmembers were in attendance and a quorum was established.

Councilmember Anderson led the Pledge of Allegiance.

No volunteers offered an invocation.

Recognition: Board and Commission Members with Completed Terms Mayor Crawford announced certificates of appreciation for persons with terms that expired March 31, 2025, and who have not sought additional terms:

- Richard Reuther, Arts Commission
- Bethany Lee, Arts Commission
- Bobbie Littrell, Block Grant Advisory Committee
- Christy Watts, Block Grant Advisory Committee
- Vel Wright, Block Grant Advisory Committee
- Gary Williams, Disability Board and Fire Pension Board
- Thomas Moak, Kennewick Housing Authority
- Veronica Griffith, Planning Commission
- Thomas Helgeson, Planning Commission
- Ken Short, Planning Commission
- John Neill, Kennewick Public Facilities District
- Sandi Strawn, Civil Service Commission

Commissioner Sandi Strawn was the only recipient in attendance. Mayor Crawford expressed appreciation to her for serving 24 years as a volunteer on the Civil Service Commission.

Proclamation: Municipal Clerk's Week Councilmember Millbauer read the proclamation into the record and presented it to City Clerk Krystal Johnston and Deputy City Clerk Brandi Ralston.

Proclamation: Public Service Recognition Week Councilmember McShane read the proclamation into the record and presented it to Stacy Stewart, an employee with the Department of Labor and Industries. Ms. Stewart encouraged everyone to attend a public event honoring public servants on May 8, 2025, at the Carousel of Dreams.

Proclamation: National Police Week Mayor Crawford read the proclamation into the record and presented it to Commander Trevor Davis, Sergeant Jim Scott, and Officer Sebastian Castilleja.

Proclamation: Building Safety Month Councilmember Beauchamp read the proclamation into the record and presented it to Building Official Dan Woolsey and the entire Building Safety Division.

2. VISITORS:

A visitor made comments regarding her personal safety.

A visitor asked for senior citizen discounts for utility services similar to those offered by Benton Public Utilities District and the Kennewick Irrigation District.

Six visitors advocated for an indoor aquatic facility in Kennewick.

A visitor spoke to the success of the initiatives of the City Council and advocated for additional resources for the historic downtown area.

3. APPROVAL OF AGENDA

MOTION: Councilmember Trumbo moved to approve the agenda as presented.

SECOND: Mayor Pro Tem Torelli.

DISCUSSION: None.

VOTE: **The motion passed unanimously (7-0).**

4. CONSENT AGENDA

MOTION: Mayor Pro Tem Torelli moved to approve the consent agenda as presented.

SECOND: Councilmember Anderson.

VOTE: **The motion passed unanimously (7-0).**

a. **Meeting Minutes: April 15, 2025, City Council Regular Meeting**

Motion to approve the minutes as presented.

b. **Meeting Minutes: April 22, 2025, City Council Workshop Meeting**

Motion to approve the minutes as presented.

c. **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 March 2025 in the amount of \$773,247.08 comprised of check numbers 28184-28245 in the amount of \$547,185.27 and electronic transfers in the amount of \$226,061.81.

d. **Claims Roster: Columbia Park Golf Course Account**

Motion to approve the Claims Roster for the Columbia Park Golf Course Account for March 2025 in the amount of \$39,677.95 consisting of check numbers 2879-2888 and 2944-2952 in the amount of \$15,339.67 and electronic transfers in the amount of \$24,338.28.

e. **Payroll Roster: For the Pay Period Ending 04/15/2025**

Motion to approve the payroll roster for the pay period ending 04/15/2025.

f. **Contract Award: 2025 City-Wide Asphalt Overlay**

Motion to award P2503-25 2025 City-Wide Asphalt Overlay Contract to Granite Construction Co. as presented.

g. **Policy: Update Right-of-Way Procedure Policy**

Motion to authorize the City Manager to sign the updated procedures as noted.

- h. **Contract: Benton Franklin Council of Governments Regional Climate Planning MOU Amendment**

Motion to approve and authorize the mayor to sign the amendment to the Benton Franklin Council of Governments Regional Climate Planning MOU as presented.

- i. **Easement: Benton PUD Easement at Waste Water Treatment Plant (WWTP)**

Motion to authorize the Mayor to sign the right of way utility easement to Benton PUD at the City's Waste Water Treatment Plant.

5. NEW BUSINESS

- a. **Amendment: Purchase and Sales Agreement Three Rivers Entertainment District - Addendum 6**

City Manager Erin Erdman provided a staff report to explain the purpose of the amendment and answered questions.

MOTION:	Mayor Pro Tem Torelli moved to approve the Reciprocal Parking Agreement between the City of Kennewick, Kennewick Public Facilities District, and A1 Three Rivers Hotel, LLC, as presented.
SECOND:	Councilmember Anderson.
DISCUSSION:	Council asked whether the same individuals are associated with A-1 Pearl and the new company; Ms. Erdman confirmed the same principal parties are involved.
VOTE:	The motion passed unanimously (7-0).

- b. **Contract: Reciprocal Parking Agreement for Three Rivers Convention Center and Hotel Expansion**

City Manager Erin Erdman presented a staff report to clarify the intent behind the agreement. In response to an inquiry from the Council, Ms. Erdman noted that this type of agreement is not limited to the City of Kennewick and its development partners for public projects; private developers can also use similar agreements among multiple owners to collectively meet parking requirements for their businesses.

MOTION:	Mayor Pro Tem Torelli moved to approve the Reciprocal Parking Agreement between the City of Kennewick, Kennewick Public Facilities District, and A1 Three Rivers Hotel, LLC, as presented.
SECOND:	Councilmember McShane.
DISCUSSION:	None.
VOTE:	The motion passed unanimously (7-0).

- c. **Development Agreement: Three Rivers Convention Center and Hotel Expansion**

City Manager Erin Erdman presented a staff report outlining the purpose of the development agreement. She noted the agreement is a requirement of the purchase and sale agreement.

MOTION:	Councilmember Millbauer moved to approve the Development Agreement between the City of Kennewick, Kennewick Public Facilities District, and A1 Three Rivers Hotel LLC, as presented.
SECOND:	Mayor Pro Tem Torelli.
DISCUSSION:	Councilmembers made comments in support of the agreement.
VOTE:	The motion passed unanimously (7-0).

6. COUNCIL COMMENTS/DISCUSSION:

Councilmembers and Ms. Erdman reported on their respective activities, upcoming events, and items of concern.

7. CONCLUSION: Mayor Crawford concluded the meeting at 7:39 p.m.

DRAFT

Krystal Johnston, CMC, CPRO
City Clerk

At the time of publishing these minutes, the City Council meeting recording is available at:

<https://kennewickwa.new.swagit.com/videos/341934>

Council Agenda Coversheet	Item Number: 4.b. Date: 5/20/2025 Item Type: General Business Item	Category: Consent Agenda
	Subject: Meeting Minutes: May 13, 2025, City Council Workshop Meeting Department: Executive Services	
<u>Recommendation</u> Staff recommends Council approve the meeting minutes as presented. <u>Motion for Consideration</u> Motion to approve the minutes as presented. <u>Summary</u> The City Clerk's Office has prepared action-format meeting minutes for City Council's consideration. <u>Alternatives</u> The City Council may make corrections to errors and approve the meeting minutes as amended. <u>Fiscal Impact</u> None.		
<u>Attachments:</u> 1. Minutes - Draft		

**CITY OF KENNEWICK
CITY COUNCIL WORKSHOP
May 13, 2025**

City Council Present:

Gretl Crawford, Mayor
Chuck Torelli, Mayor Pro Tem
Brad Beauchamp, Councilmember
Loren Anderson, Councilmember

Jason McShane, Councilmember
Jim Millbauer, Councilmember
John Trumbo, Councilmember

City Staff Present:

Erin Erdman, City Manager
Lisa Beaton, Deputy City Manager
Cary Roe, Deputy City Manager
Laurencio Sanguino, City Attorney
Chris Guerrero, Police Chief
Anthony Muai, Planning Director

Chad Michael, Fire Chief
Jose Santoy, Police Commander
Nick Farline, Parks, Facilities, & Recreation Director
John Cowling, Public Works Director
Steve Donovan, Planning Manager
Alisha Piper, Planner

CALL TO ORDER. Mayor Crawford called the meeting to order at 6:30 p.m. Mayor Crawford called roll; all Councilmembers were present. Mayor Crawford announced there were no citizen comments submitted.

1. MIDDLE HOUSING CODE AMENDMENTS. Mr. Maui provided a detailed staff report that encompassed the legislative history, the intended purpose of the legislation, the definition of middle housing, the adjustments that Kennewick must undertake, and additional information. Mr. Maui, along with Mr. Roe and Ms. Erdman, addressed questions from the Council. Mr. Maui indicated that ordinances aimed at updating the Kennewick Municipal Code will be proposed at the City Council meeting scheduled for May 20, 2025. The Council remarked that the breadth of the ordinances might require more time for thorough examination, potentially delaying some decisions until June.

CONCLUSION. Mayor Crawford concluded the meeting at 7:49 p.m.

DRAFT

Krystal Johnston, CMC, CPRO
City Clerk

At the time of publishing these minutes, the City Council meeting recording is available at:
<https://kennewickwa.new.swagit.com/videos/342681>

Council Agenda Coversheet	Item Number: 4.c. Item Type: General Business Item Subject: Claims Roster: April 2025 Department: Finance	Date: 5/20/2025 Category: Consent Agenda						
								
<u>Recommendation</u> Staff recommends Council approve the Claims Roster for April 2025.								
<u>Motion for Consideration</u> Motion to approve the Claims Roster for April 2025 in the amount of \$7,187,420.02 comprised of electronic payments and check numbers 319062-319461.								
<u>Summary</u> The purchasing card detail is provided in a separate report following the claims roster. The payments on this Claims Roster are comprised of the following issuances during the period 4/1/2025-4/30/2025: <table data-bbox="103 753 883 869"><tr><td>Check numbers 319062 : 319461</td><td>\$4,563,752.60</td></tr><tr><td>Electronic payments (EFT):</td><td>\$2,623,667.42</td></tr><tr><td>Total</td><td>\$7,187,420.02</td></tr></table>			Check numbers 319062 : 319461	\$4,563,752.60	Electronic payments (EFT):	\$2,623,667.42	Total	\$7,187,420.02
Check numbers 319062 : 319461	\$4,563,752.60							
Electronic payments (EFT):	\$2,623,667.42							
Total	\$7,187,420.02							
<u>Alternatives</u> NONE								
<u>Fiscal Impact</u> \$7,187,420.02								
Attachments: 1. Claims Roster								

City of Kennewick
Claims Roster by Fund/Division
4/1/2025 to 4/30/2025



CHECK #	CHECK DATE	VENDOR	NAME	DESCRIPTION	AMOUNT
Fund 001					
000 - Fund Activity					
EFT	04/29/2025	70239	STATE OF WASH DEPT OF REVENUE	LEASEHOLD EXCISE TAX QTR 1	\$4,970.46
EFT	04/28/2025	70008	WA. STATE DEPT OF LICENSING	EXCISE TAX-MARCH 2025	\$610.94
319255	04/17/2025	70001	BENTON COUNTY TREASURER	CRIMES VICTIM'S COMPENSATION-MAR25	\$952.03
319257	04/17/2025	99992	CIVIC REC REFUNDS	REFUND REQUEST 84075377 / PERMIT#10860	\$100.00
319258	04/17/2025	99992	CIVIC REC REFUNDS	REFUND REQUEST-84430096/PERMIT#11425	\$95.00
319260	04/17/2025	99990	MISC REFUNDS	REFUND DIFFERENCE OF RECORDS REQUEST OVERPAYMENT	\$3.38
319264	04/17/2025	70000	WASHINGTON STATE TREASURER	COURT FINES-MAR25	\$72,143.49
319400	04/25/2025	10968	PACIFIC COAST MEMORIALS	VETERANS MEMORIAL RETAINAGE	\$327.50
000 - Fund Activity Subtotal:					\$79,202.80
011 - City Council					
319279	04/25/2025	730	ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	\$146.00
319381	04/25/2025	556	MILLBAUER, JIM	TRVL REIMB-WASTE MANAGEMENT SYMPOSIUM 03/25	\$1,067.70
011 - City Council Subtotal:					\$1,213.70
023 - Recreation Services					
EFT	04/02/2025	77146	GLOBAL PAYMENTS	MERCHANT FEES	\$9,187.10
319312	04/25/2025	2481	CI INFORMATION MANAGEMENT, CI SUPPORT LLC	SHREDDING SERVICE	\$103.42
319326	04/25/2025	7711	CULLIGAN WATER CONDITIONING	WATER DELIVERY	\$89.22
319398	04/25/2025	149	ORIGIN BRAND MERCH	YOUTH VOLLEYBALL LEAGUE JERSEYS	\$3,582.03
023 - Recreation Services Subtotal:					\$12,961.77
024 - Facilities Maintenance					
319065	04/11/2025	8623	ACE SALES & SERVICE INC	PORTABLE TOILET AT DISC GOLF COURSE	\$156.72
319068	04/11/2025	10587	ALOHA GARAGE DOOR COMPANY INC	REPLACE ROLLERS	\$172.56
319069	04/11/2025	423	AMERICAN POOL N SPAS LLC	SKIMMER BASKETS	\$997.87
319072	04/11/2025	3088	APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET METAL	2024 HVAC MAINT DECEMBER	\$18,686.22
319080	04/11/2025	94	BENTON COUNTY TREASURER	2025 PROP TAX-1	\$48,284.23
319088	04/11/2025	10584	CAMTEK INC	FIRE SYSTEM	\$244.80
319118	04/11/2025	5426	EWING IRRIGATION PRODUCTS, INC	ICE MELT FOR SIDEWALKS	\$3,079.54
319120	04/11/2025	8774	FASTENAL COMPANY	DRILL BIT FOR PIPE TAP	\$43.48
319129	04/11/2025	1775	GRAINGER	PRESSURE SWITCH FOR AIR COMPRESSOR	\$217.00
319136	04/11/2025	8977	HERITAGE PROF LANDSCAPING INC	LANDSCAPING AND IRRIGATION MAI	\$16,393.04
319142	04/11/2025	303	INTERMOUNTAIN CLEANING SERVICE INC.	CONTRACT	\$519.00
319150	04/11/2025	78	KENNEWICK INDUSTRIAL & ELEC	HW SUPPLY LINE	\$2,002.28
319151	04/11/2025	377	KENNEWICK IRRIGATION DISTRICT	20255 KID ASSESSMENTS	\$37,467.58
319158	04/11/2025	10534	LIBERTY LAWN AND SAW SHOP	CHAINSAW PARTS	\$303.22
319172	04/11/2025	484	MILNE NAIL,POWER TOOL & REPAIR	IMPACT SOCKETS	\$232.94
319175	04/11/2025	5112	MOON SECURITY SERVICES, INC	FIRE PANEL TO CELLULAR	\$871.63

City of Kennewick
Claims Roster by Fund/Division
4/1/2025 to 4/30/2025



CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
319186	04/11/2025	10512 PACIFIC BACKFLOW SERVICES, PACIFIC BACKFLOW SERVI	TESTING	\$1,225.00
319191	04/11/2025	329 PLATT ELECTRIC SUPPLY COMPANY, REXEL USA INC	BALLFIELD LIGHTING	\$247.93
319208	04/11/2025	7555 SHERWIN-WILLIAMS COMPANY	GRAFFITI COVER UP PAINT	\$1,039.54
319231	04/11/2025	1046 FRANK URIBE	TREE REMOVAL AT WASTEWATER TREATMENT PLANT	\$2,869.68
319232	04/11/2025	3564 US LINEN AND UNIFORM	LINEN SERVICE	\$328.50
319237	04/11/2025	1035 WASHINGTON HARDWARE AND, FURNITURE CO	HOSES	\$168.43
319240	04/11/2025	398 RENTOKIL NORTH AMERICA INC	RODENT CONTROL	\$244.58
319284	04/25/2025	423 AMERICAN POOL N SPAS LLC	POOL CHEMS	\$3,133.44
319290	04/25/2025	6009 ARCMATE	PICKERS FOR LITTER REMOVAL IN PARKS	\$363.00
319293	04/25/2025	1568 ATOMIC SCREEN PRINT &, EMBROIDERY	EMBROIDERY OE CLOTHING KACIE COMBE	\$48.92
319303	04/25/2025	84 BENTON PUD NO. 1	ELECTRICITY	\$26,641.72
319306	04/25/2025	310 BUILDERS FIRSTSOURCE	VANDALISM REPAIR WELLHEAD	\$140.49
319307	04/25/2025	749 BUILDERS HARDWARE & SUPPLY CO	PULL HANDLES FOR OLD STN 1 AND STOCK	\$293.60
319309	04/25/2025	83 CASCADE NATURAL GAS	GAS SERVICE	\$13,319.95
319315	04/25/2025	1332 COFFEY REFRIGERATION	FRIDGE IN CAFE	\$919.43
319328	04/25/2025	480 DEPENDABLE APPLIANCE	WASHER DRYER FOR OLD FIRE 1	\$488.96
319337	04/25/2025	5426 EWING IRRIGATION PRODUCTS, INC	IRR. CLOCK	\$453.60
319339	04/25/2025	8774 FASTENAL COMPANY	GARAGE DR REPAIR	\$212.51
319340	04/25/2025	86 FERGUSON ENTERPRISES INC	DOG PARK PUMP STATION	\$236.04
319342	04/25/2025	9237 FIKES NORTHWEST CORP	SCENT	\$201.76
319347	04/25/2025	1775 GRAINGER	FLOOR SQUEEGEE FOR RESTROOM JANITORIAL	\$138.46
319356	04/25/2025	303 INTERMOUNTAIN CLEANING SERVICE INC.	CARPET	\$1,920.00
319362	04/25/2025	78 KENNEWICK INDUSTRIAL & ELEC	WASHERS FOR HOSES	\$2,929.75
319380	04/25/2025	1955 MID-AMERICAN RESEARCH CHEMICAL	DRAIN CLEANER AND PAINT REMOVER FOR STOCK	\$1,137.00
319385	04/25/2025	5112 MOON SECURITY SERVICES, INC	COLUMBIA PARK GOLF - 34879	\$1,421.08
319386	04/25/2025	6624 MOUNT'S LOCK, KEY & ENGRAVING, INC.	LOCK FOR TP HOLDER	\$24.89
319394	04/25/2025	5460 NRC ENVIRONMENTAL SERVICES INC	DES STATE CONTRACT ENCAMPMENT CLEANUP SERVICE	\$8,747.43
319404	04/25/2025	241 PERFORMANCE SYSTEMS INTEGRATION	EXTINGUISHERS	\$12,085.43
319406	04/25/2025	1027 JAMES CONNOLLY CONSULTING LTD	FERTILIZER	\$10,640.64
319407	04/25/2025	329 PLATT ELECTRIC SUPPLY COMPANY, REXEL USA INC	SCOREBOARD REPAIR	\$488.84
319414	04/25/2025	957 RANCH & HOME INC	UNKNOWN	\$36.68
319417	04/25/2025	8068 RIGGLE PLUMBING INC	FOUND SOURCE OF SMELL	\$1,380.67
319435	04/25/2025	1812 SUNBELT RENTALS	MANLIFT FOR LIGHTS	\$229.69
319454	04/25/2025	1035 WASHINGTON HARDWARE AND, FURNITURE CO	CLEANER AND BRUSH FOR RESTROOM FLOORS	\$21.72
024 - Facilities Maintenance Subtotal:				\$223,451.47

032 - Accounting

319199	04/11/2025	1314 REHN & ASSOCIATES, INC.	DENTAL COBRA ADMINISTRATION	\$140.00
319312	04/25/2025	2481 CI INFORMATION MANAGEMENT, CI SUPPORT LLC	RECURRING SHRED SERVICES	\$50.90
319341	04/25/2025	278 FIFTH ASSET INC	DEBT BOOK SUBSCRIPTION-4/6/2025-4/5/2026	\$14,144.00
319410	04/25/2025	2834 PRINT PLUS	2025-2026 BUDGET BOOK SUPPLIES	\$346.79

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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
032 - Accounting Subtotal:				\$14,681.69
033 - Human Resources				
319071	04/11/2025	1061	ANGELIQUE LAVENDER JADE SPENCE	ARTIST ARTWORK FOR UTILITY BOX WRAP
319091	04/11/2025	2481	CI INFORMATION MANAGEMENT, CI SUPPORT LLC	HR SHRED BIN
319124	04/11/2025	919	FRONTLINE MEDICAL PLLC	PROFESSIONAL SERVICES
319161	04/11/2025	9277	LOURDES OCCUPATIONAL HEALTH	PROFESSIONAL SERVICES
319171	04/11/2025	5561	MENKE JACKSON BEYER EHLIS, & HARPER, LLP	PROFESSIONAL SERVICES
319178	04/11/2025	1030	NAVIA BENEFIT SOLUTIONS, CLIENT PAY	PROFESSIONAL SERVICES
319192	04/11/2025	1055	PROCARE FOR YOU PLLC	PROFESSIONAL SERVICES
319213	04/11/2025	8315	STERLING	PROFESSIONAL SERVICES
319215	04/11/2025	370	SUMMIT LAW GROUP, PLLC	PROFESSIONAL SERVICES
319220	04/11/2025	5827	TALOGY INC	PROFESSIONAL SERVICES
319279	04/25/2025	730	ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL
319323	04/25/2025	1104	CRISTINA TEMPLETON	TRVL REIMB-FLSA FEB 2025
319387	04/25/2025	7969	MUSTANG SIGN GROUP, WANG ENTERPRISES	UTILITY BOX ART WRAPPED
319411	04/25/2025	936	PROCOM	PROFESSIONAL SERVICES
319431	04/25/2025	8315	STERLING	PROFESSIONAL SERVICES
319433	04/25/2025	370	SUMMIT LAW GROUP, PLLC	PROFESSIONAL SERVICES
319438	04/25/2025	5827	TALOGY INC	PROFESSIONAL SERVICES
033 - Human Resources Subtotal:				\$44,157.14
034 - Civil Service				
319124	04/11/2025	919	FRONTLINE MEDICAL PLLC	PROFESSIONAL SERVICES
319194	04/11/2025	326	PUBLIC SAFETY PSYCHOLOGICAL SERVICES	PROFESSIONAL SERVICES
034 - Civil Service Subtotal:				\$10,221.00
035 - Customer Service				
EFT	04/01/2025	70016	U.S. BANK	MERCHANT FEES
319383	04/25/2025	868	MIRIAM TECHNOLOGIES INC	LEAN SEARCH SERVICES-MARCH 2025
319450	04/25/2025	1298	US POSTAL SERVICE, (NEOPOST POSTAGE-ON-CALL)	POSTAGE FOR MAIL MACHINE
035 - Customer Service Subtotal:				\$43,489.11
036 - Code Enforcement				
319359	04/25/2025	972	JEANI GINDER	JEANI GINDER: BUNKER 2 SHIRTS-CITY LOGO PRINT
036 - Code Enforcement Subtotal:				\$26.09
042 - City Attorney				
319063	04/09/2025	3331	BENTON COUNTY DISTRICT COURT	CLAIM PAYMENT-APRIL 2025
319193	04/11/2025	3467	PRONTO PROCESS SERVICE, INC	MONTHLY COURIER SERVICE - MARCH 2025
319346	04/25/2025	1049	GRACE KORTHUIS	GK MILEAGE REIMBURSEMENT - 1ST QUARTER 2025
319420	04/25/2025	10226	SANGUINO, LAURENCIO	LS MILEAGE REIMBURSEMENT - 1ST QUARTER 2025
319457	04/25/2025	853	WEST GROUP PAYMENT CENTER	LIBRARY PLAN - APRIL 2025

City of Kennewick
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CHECK #	CHECK DATE	VENDOR	NAME	DESCRIPTION	AMOUNT
042 - City Attorney Subtotal:					\$3,618.45
051 - City Clerk					
319279	04/25/2025	730	ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	\$100.00
319300	04/25/2025	34	BENTON COUNTY AUDITOR	RECORDING FEE FOR OUA AT 6220 W YELLOWSTONE AVE	\$307.50
319301	04/25/2025	34	BENTON COUNTY AUDITOR	RECORDING FEE FOR OUA AT 4203 S KINGWOOD STREET	\$307.50
319364	04/25/2025	9908	KRYSTAL JOHNSTON	TRVL REIMB-WMCA ANNUAL CONFERENCE 03/25	\$174.39
319443	04/25/2025	172	THE TRI-CITY HERALD	ORDINANCE SUMMARY PUBLICATION 25-6080 THRU 25-6084	\$120.33
051 - City Clerk Subtotal:					\$1,009.72
053 - Purchasing					
319229	04/11/2025	4764	UNITED PARCEL SERVICE, UPS		\$146.14
053 - Purchasing Subtotal:					\$146.14
054 - Information Technology					
319089	04/11/2025	8295	CENTURYLINK	MARCH 2025 -PS/ALI - ALI/SR PER 100 RE	\$6.70
319096	04/11/2025	6375	COMPUNET INC	CITY HALL PA-820 REPLACEMENT - PROF SERVICES	\$250.00
319105	04/11/2025	1907	DLT SOLUTIONS LLC	AUTOCAD CIVIL 3D SUBSCRIPTION - GIS	\$2,721.00
319130	04/11/2025	491	GRANICUS LLC	GRANICUS SUBSCRIPTION RENEWAL	\$23,657.25
319139	04/11/2025	7866	HYLAND SOFTWARE INC	HYLAND PREMIUM SUBSCRIPTION RENEWAL	\$3,940.80
319162	04/11/2025	5193	LOWE, AARON	TRVL REIMB- ESRI SUMMIT MARCH 2025	\$27.93
319246	04/11/2025	5471	ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	TELEPHONE SVC	\$7,141.09
054 - Information Technology Subtotal:					\$37,744.77
060 - Planning Revenues					
319262	04/17/2025	99991	PERMIT REFUNDS	PERMIT REFUND - SPA-2025-0018	\$810.00
060 - Planning Revenues Subtotal:					\$810.00
062 - Planning					
319353	04/25/2025	769	HISTORIC DOWNTOWN KENNEWICK, PARTNERSHIP	2025 MSTCIP CONTRIBUTION	\$37,500.00
319363	04/25/2025	399	KOTTKAMP, YEDINAK, ESWORTHY, PLLC	A. KOTTKAMP: 3/10/25 HEARING-PRD-2024-0001	\$3,579.00
319371	04/25/2025	1073	MAKERS ARCHITECTURE AND URBAN DESIGN LLP	CONSULTING CONTRACT #25-002 - COK COMP PLAN UPDATE	\$7,274.13
319443	04/25/2025	172	THE TRI-CITY HERALD	LEGAL PUBLICATION: DNS ED-2025-0006 NOTICE	\$370.86
062 - Planning Subtotal:					\$48,723.99
070 - Police Revenues					
EFT	04/24/2025	70008	WA. STATE DEPT OF LICENSING	FIREARMS LICENSING	\$3,607.00
319259	04/17/2025	99994	CPL REFUNDS	CPL REFUND	\$32.00
070 - Police Revenues Subtotal:					\$3,639.00
071 - KPD-Administration					
319227	04/11/2025	4764	UNITED PARCEL SERVICE, UPS	SHIPPING	\$86.33
319228	04/11/2025	4764	UNITED PARCEL SERVICE, UPS		\$87.73
319229	04/11/2025	4764	UNITED PARCEL SERVICE, UPS		\$484.37

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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
319246	04/11/2025	5471 ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	TELEPHONE SVC	\$243.50
319312	04/25/2025	2481 CI INFORMATION MANAGEMENT, CI SUPPORT LLC	SHRED SERVICES	\$478.56
319419	04/25/2025	619 RYAN YATES	PRE-EMPLOYMENT POLYGRAPH EXAM	\$250.00
319449	04/25/2025	4764 UNITED PARCEL SERVICE, UPS	SHIPPING	\$102.04
071 - KPD-Administration Subtotal:				\$1,732.53
072 - KPD-Criminal Investigation				
319141	04/11/2025	1019 INTERACTIVE DATA, LLC	PEOPLE SEARCH	\$194.37
319165	04/11/2025	7830 MAGNET FORENSICS USA INC	SMS MAGNET AXIOM & WITNESS TERM LICENSE	\$8,946.01
319212	04/11/2025	2536 STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	OFFICE SUPPLIES	\$100.41
319279	04/25/2025	730 ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	\$2,395.56
319314	04/25/2025	2134 CITY OF SPOKANE, UTILITIES BILLING	DRUG DISPOSAL	\$120.36
319370	04/25/2025	7830 MAGNET FORENSICS USA INC	GRAYKEY LICENSE - ESSENTIALS	\$13,477.26
319372	04/25/2025	6951 MCGEE, CORY	TRVL REIMB-WSNIA 04/25	\$68.00
072 - KPD-Criminal Investigation Subtotal:				\$25,301.97
073 - KPD-Patrol				
319169	04/11/2025	3284 MEL'S INTER-CITY TOWING	TOW SERVICE	\$716.18
319195	04/11/2025	1997 PUBLIC SAFETY TESTING, INC.	AGENCY TEST SITE AD-ON	\$268.24
319214	04/11/2025	8592 STOP STICK LTD	TRAINING KIT	\$838.85
319350	04/25/2025	1089 HENRY KLEPPIN	PRO-RATED UNIFORM ALLOWANCE	\$562.50
319361	04/25/2025	1090 KACE KOCHER	PRO-RATED UNIFORM ALLOWANCE	\$562.50
319376	04/25/2025	3284 MEL'S INTER-CITY TOWING	TOW SERVICE	\$1,018.30
319441	04/25/2025	10971 THE BUNKER	BALLISTIC VEST	\$1,121.00
319453	04/25/2025	971 WA CRIMINAL JUSTICE, TRAINING COMMISSION	HANDGUN INSTRUCTOR TRAINING	\$2,300.00
073 - KPD-Patrol Subtotal:				\$7,387.57
074 - KPD-Staff Services				
319212	04/11/2025	2536 STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	OFFICE SUPPLIES	\$48.78
319304	04/25/2025	4965 BETTENDORF'S PRINTING & DESIGN, JUDY BETTENDORF	BUSINESS CARDS	\$434.40
319351	04/25/2025	675 HID GLOBAL CORPORATION	REMOTE CONNECTED IMPLEMENTATION	\$1,035.00
319382	04/25/2025	10360 MINUTEMAN PRESS OF KENNEWICK, WESTJAN ENTERPRISES	COMMUNITY SURVEY FLYER	\$92.24
319430	04/25/2025	2536 STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	OFFICE SUPPLIES	\$207.20
319455	04/25/2025	1033 WASHINGTON STATE PATROL	CPL BACKGROUND CHECKS	\$528.00
074 - KPD-Staff Services Subtotal:				\$2,345.62
075 - KPD-Intergovernmental				
319079	04/11/2025	14 BENTON COUNTY	GAP SERVICES - MARCH 25	\$6,387.79
319294	04/25/2025	9813 B-F JUVENILE JUSTICE CTR	GRAFFITI ABATEMENT PROGRAM JANUARY 25	\$3,286.92
319298	04/25/2025	14 BENTON COUNTY	JAIR SERVICES - MARCH 25	\$184,320.95
319313	04/25/2025	100 CITY OF RICHLAND	55492 - SECOMM ASSESSMENT - DISPATCH SVCS 1ST QRT	\$473,158.38
075 - KPD-Intergovernmental Subtotal:				\$667,154.04

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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
076 - KPD-Special Services				
319065	04/11/2025	8623 ACE SALES & SERVICE INC	PORTABLE TOILET @ SHOOTING RANGE	\$79.50
319077	04/11/2025	1568 ATOMIC SCREEN PRINT &, EMBROIDERY	QUARTERMASTER SUPPLIES	\$132.57
319085	04/11/2025	7339 BRAKEBILL, MIKAEL	TRVL REIMB-IACP OFFICER SAFETY & WELLNESS 03/2025	\$69.59
319093	04/11/2025	422 CLARITY POINT PLLC	WELLNESS PROGRAM	\$2,139.62
319170	04/11/2025	2593 MELONE, KENNY	TRVL REIMB-IACP OFFICER SAFETY & WELLNESS 03/2025	\$194.94
319216	04/11/2025	6187 SUN BADGE COMPANY	BADGES	\$2,168.00
319222	04/11/2025	10971 THE BUNKER	QUARTERMASTER SUPPLIES	\$3,265.06
319303	04/25/2025	84 BENTON PUD NO. 1	ELECTRICITY	\$39.51
319434	04/25/2025	6187 SUN BADGE COMPANY	BADGE	\$147.75
319441	04/25/2025	10971 THE BUNKER	QUARTERMASTER SUPPLIES	\$1,031.78
076 - KPD-Special Services Subtotal:				\$9,268.32
081 - Fire Administration				
319114	04/11/2025	9493 EMS TECHNOLOGY SOLUTIONS LLC	OPERATIVE IQ RENEWAL 2025	\$1,222.04
319116	04/11/2025	265 ESO SOLUTIONS, INC	ER FIRE - HIST. DATA ACCESS	\$161.14
319198	04/11/2025	957 RANCH & HOME INC	PROPANE	\$14.30
319212	04/11/2025	2536 STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	FS5 STATION SUPPLIES	\$1,835.52
319225	04/11/2025	168 TRILOGY MEDWASTE WEST LLC	MONTHLY RX DISPOSAL FEE	\$16.10
319229	04/11/2025	4764 UNITED PARCEL SERVICE, UPS		\$43.62
319285	04/25/2025	5681 AMERIGAS PROPANE LP	FS2 PROPANE	\$266.31
319310	04/25/2025	7496 CHAPLAIN SERVICES NETWORK	Q1 2025 ON-CALL CHAPLAINCY SERVICES	\$1,275.00
319312	04/25/2025	2481 CI INFORMATION MANAGEMENT, CI SUPPORT LLC	SECURED SHRED SERVICE	\$76.35
319430	04/25/2025	2536 STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	FS4 STATION SUPPLIES	\$741.71
081 - Fire Administration Subtotal:				\$5,652.09
082 - Fire Suppression				
319064	04/11/2025	10964 911 SUPPLY INC	WINTER COATS	\$63.70
319124	04/11/2025	919 FRONTLINE MEDICAL PLLC	PROFESSIONAL SERVICES	\$2,525.00
319126	04/11/2025	5823 GALLS, LLC	PANTS - ROMMEN	\$405.50
319154	04/11/2025	4244 L N CURTIS & SONS	5GAL POWERPLEX DETERGENT	\$2,659.74
319168	04/11/2025	1206 MED-TECH RESOURCE INC	EXTRICATION GLOVES	\$196.16
319180	04/11/2025	5059 NORTHWEST SAFETY CLEAN	ADV. TURNOUT CLEANING & REPAIR	\$2,561.77
319205	04/11/2025	7872 SEA WESTERN INC	DUAL CERT. BOOTS	\$523.93
319313	04/25/2025	100 CITY OF RICHLAND	55492 - SECOMM ASSESSMENT - DISPATCH SVCS 1ST QRT	\$12,807.32
319329	04/25/2025	8940 DFND TECHNOLOGIES LLC	LG/XL DRI-FIT SHIRTS	\$193.13
319345	04/25/2025	5823 GALLS, LLC	PANTS - HERLING/SUTTON	\$2,296.85
319365	04/25/2025	4244 L N CURTIS & SONS	SCBA PARTS	\$568.49
319375	04/25/2025	1206 MED-TECH RESOURCE INC	WILDLAND TURNOUTS	\$5,439.24
319389	04/25/2025	10433 NATIONAL HOSE TESTING, SPECIALTIES INC	2025 HOSE & LADDER TESTING	\$8,821.00
319404	04/25/2025	241 PERFORMANCE SYSTEMS INTEGRATION	FIRE EXTINGUISHER RECHARGE	\$137.25

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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
319422	04/25/2025	7872 SEA WESTERN INC	TURNOUTS (19 SETS)	\$30,123.38
082 - Fire Suppression Subtotal:				\$69,322.46
090 - Engineering				
319143	04/11/2025	529 INTERMOUNTAIN MATERIAL TESTING	MATERIAL TESTING - P2415 COLUMBIA DR 18" INTERCEPT	\$324.00
319176	04/11/2025	3962 MUNICIPAL SVCS PETTY CASH	PW PETTY CASH REIMBURSEMENT	\$62.41
319183	04/11/2025	3700 OFFICE DEPOT INC	OFFICE SUPPLIES	\$4.75
319219	04/11/2025	8870 SZENDRE, SCOTT	TRVL REIMB-LSAW CONFERENCE	\$75.00
319229	04/11/2025	4764 UNITED PARCEL SERVICE, UPS		\$11.19
319331	04/25/2025	870 DEW ONLINE STORES	PLANS BIN & TAPE	\$391.23
319396	04/25/2025	3700 OFFICE DEPOT INC	OFFICE SUPPLIES	\$56.77
319443	04/25/2025	172 THE TRI-CITY HERALD	AFFIDAVIT OF PUBLICATION P2503-25	\$479.62
090 - Engineering Subtotal:				\$1,404.97
100 - GF-Nondepartmental				
319072	04/11/2025	3088 APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET METAL	2024 HVAC MAINT DECEMBER	\$1,578.39
319078	04/11/2025	92 BENTON CLEAN AIR AGENCY	COK ASSESSMENT	\$19,938.93
319186	04/11/2025	10512 PACIFIC BACKFLOW SERVICES, PACIFIC BACKFLOW SERVI	TESTING	\$70.00
319296	04/25/2025	8297 BENTON CO COMMISSIONERS	BCDC/PROBATION FEES -MARCH 2025 20.35%	\$210,059.20
319303	04/25/2025	84 BENTON PUD NO. 1	ELECTRICITY	\$3,000.00
319309	04/25/2025	83 CASCADE NATURAL GAS	GAS SERVICE	\$1,181.52
319326	04/25/2025	7711 CULLIGAN WATER CONDITIONING	WATER DELIVERY	\$1,379.65
319385	04/25/2025	5112 MOON SECURITY SERVICES, INC	MCL - 113129	\$177.72
100 - GF-Nondepartmental Subtotal:				\$237,385.41
Total For Fund 001				\$1,552,051.82
Fund 102				
010 - Fund Activity				
319129	04/11/2025	1775 GRAINGER	SAFETY VEST	\$39.20
319184	04/11/2025	1062 OSBURN ASSOCIATES INC	SIGN PLOTTER INK	\$926.90
319248	04/11/2025	4578 ZUMAR INDUSTRIES INC	SIGN BLANKS	\$134.69
319292	04/25/2025	2181 ARROW CONSTRUCTION SUPPLY LLC	COLD MIX	\$1,919.17
319308	04/25/2025	1817 RADIO SERVICE COMPANY INC	2 WAY RADIO MAINTENANCE	\$167.40
319339	04/25/2025	8774 FASTENAL COMPANY	BOLTS FOR CRACK SEALER	\$16.31
319347	04/25/2025	1775 GRAINGER	HAND CLEANER	\$15.25
319393	04/25/2025	876 NORTHWEST POWER EQUIPMENT	PUMP SUPPLIES	\$43.47
319409	04/25/2025	2189 POTTERS INDUSTRIES, INC.	GLASS BEADS FOR TRAFFIC PAINT	\$27,574.27
319414	04/25/2025	957 RANCH & HOME INC	TORCH FOR THERMO PLASTIC	\$481.57
319445	04/25/2025	367 TRAFFIC SAFETY SUPPLY CO INC	THERMOPLASTIC FOR CROSS WALKS	\$21,100.69
319461	04/25/2025	4578 ZUMAR INDUSTRIES INC	SIGN BLANKS	\$923.95
010 - Fund Activity Subtotal:				\$53,342.87

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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
110 - Traffic				
319229	04/11/2025	4764 UNITED PARCEL SERVICE, UPS		\$8.37
319303	04/25/2025	84 BENTON PUD NO. 1	ELECTRICITY	\$27,716.19
319325	04/25/2025	417 KAR-GOR INC	SIGN FACE AND LED STRIP FOR ILLUMINATED SIGNS	\$1,517.19
319446	04/25/2025	4651 TRASTAR INC	LED SIGNAL DISPLAYS- BALLS, ARROWS AND COUNTDOWN	\$2,577.00
110 - Traffic Subtotal:				\$31,818.75
Total For Fund 102				\$85,161.62
Fund 103				
010 - Fund Activity				
319112	04/11/2025	182 ELLISON EARTHWORKS LLC	P2419 PAY EST 2 FINAL	\$12,053.00
010 - Fund Activity Subtotal:				\$12,053.00
Total For Fund 103				\$12,053.00
Fund 106				
010 - Fund Activity				
319096	04/11/2025	6375 COMPUNET INC	BIPIN PALO ALTO PA850 REPLACEMENT - PROF SERVICES	\$34,225.38
319448	04/25/2025	1566 TYLER TECHNOLOGIES INC	BIPIN 2025 NEW WORLD RENEWAL	\$234,085.42
010 - Fund Activity Subtotal:				\$268,310.80
Total For Fund 106				\$268,310.80
Fund 107				
130 - CDBG				
319313	04/25/2025	100 CITY OF RICHLAND	CDBG CLOUDBURST BILLING-JANUARY 2025	\$532.17
130 - CDBG Subtotal:				\$532.17
Total For Fund 107				\$532.17
Fund 111				
010 - Fund Activity				
319221	04/11/2025	4174 TAYLOR, JEREMY	CAT REIMBURSEMENT	\$150.00
319439	04/25/2025	4174 TAYLOR, JEREMY	CAT REIMBURSEMENT	\$150.00
010 - Fund Activity Subtotal:				\$300.00
Total For Fund 111				\$300.00
Fund 116				
010 - Fund Activity				
319224	04/11/2025	176 TRI-CITIES VISITOR &, CONVENTION BUREAU	CONTRACT DUES 2025-MARCH	\$25,286.72
319266	04/23/2025	73761 TRI-CITIES VISITOR & CONV. BUR	TOURISM PROMOTION AREA DISTRIBUTION	\$67,208.04
010 - Fund Activity Subtotal:				\$92,494.76

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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
Total For Fund 116				\$92,494.76
Fund 117				
042 - City Attorney				
319193	04/11/2025	3467 PRONTO PROCESS SERVICE, INC	MONTHLY COURIER SERVICE - MARCH 2025	\$17.50
319378	04/25/2025	1048 MICHELLE ALEXANDER	MA MILEAGE REIMBURSEMENT - 1ST QUARTER 2025	\$373.80
319457	04/25/2025	853 WEST GROUP PAYMENT CENTER	ONLINE SOFTWARE SUBSCRIPTION - MARCH 2025	\$943.27
042 - City Attorney Subtotal:				\$1,334.57
073 - KPD-Patrol				
319195	04/11/2025	1997 PUBLIC SAFETY TESTING, INC.	1ST QUARTER SUBSCRIPTION FEE	\$1,311.00
073 - KPD-Patrol Subtotal:				\$1,311.00
Total For Fund 117				\$2,645.57
Fund 118				
010 - Fund Activity				
319090	04/11/2025	10777 CHRISTINE, JULIE KATHLEEN	NW HIDTA FINANCIAL MANAGER	\$6,481.06
319107	04/11/2025	10225 DURAN, MATTHEW LAWRENCE	NW HIDTA DEPUTY DIRECTOR	\$8,555.47
319111	04/11/2025	11026 ELIZABETH POWELL	NW HIDTA PUBLIC HEALTH	\$5,450.25
319117	04/11/2025	10912 EVANS, KEITH A	NW HIDTA INTELLIGENCE ANALYST	\$4,405.82
319125	04/11/2025	397 GABRIEL JOHNSTON VELASCO	NW HIDTA INTELLIGENCE ANALYST	\$4,405.82
319133	04/11/2025	403 HAYLEY J. N. WEBSTER	NW HIDTA EXECUTIVE ASSISTANT	\$3,599.81
319140	04/11/2025	830 IAN WAYNE MCKENZIE	NW HIDTA OPERATIONS MANAGER	\$5,285.00
319174	04/11/2025	301 MICHAEL J MIZER	NW HIDTA DRUG INTELLIGENCE OFFICER	\$4,405.82
319201	04/11/2025	10915 ROSS, BRANDON R	NW HIDTA ADMIN/SURV TECH	\$5,626.08
319207	04/11/2025	396 SHAWN ALEXANDER MITCHELL	NW HIDTA INTELLIGENCE ANALYST	\$4,405.82
319239	04/11/2025	10001 WEINER, JONATHAN M	NW HIDTA DIRECTOR	\$9,997.38
319280	04/25/2025	465 AFFIRMA CONSULTING LLC	WEBSITE MANAGED SERVICE-MARCH SUPPORT	\$2,200.00
319283	04/25/2025	793 AMANDA LEIGH DUTT	CAMP MURRAY, WA-OMDAP PRESENTATION	\$1,158.27
319311	04/25/2025	10777 CHRISTINE, JULIE KATHLEEN	NW HIDTA FINANCIAL MANAGER	\$6,481.06
319332	04/25/2025	10225 DURAN, MATTHEW LAWRENCE	MCLEAN, WA-ATTEND 2025 DIRECTOR'S MTG & BANQUET	\$12,455.75
319334	04/25/2025	11026 ELIZABETH POWELL	SEATTLE, WA -NW HIDTA EXECUTIVE BOARD MEETING	\$6,028.07
319336	04/25/2025	10912 EVANS, KEITH A	NW HIDTA INTELLIGENCE ANALYST	\$4,405.82
319344	04/25/2025	397 GABRIEL JOHNSTON VELASCO	NW HIDTA INTELLIGENCE ANALYST	\$4,405.82
319349	04/25/2025	403 HAYLEY J. N. WEBSTER	NW HIDTA EXECUTIVE ASSISTANT	\$3,599.81
319355	04/25/2025	830 IAN WAYNE MCKENZIE	CEOUR D'ALENE, ID- ATTEND 2025 WSNIA TRAINING CONF	\$6,773.96
319357	04/25/2025	974 INTERNATIONAL NARCOTICS INTERDICTION ASSOCIATION	INIA NARCOTICS OFFICER SURVIVAL/RED FLAG SEMINAR	\$2,750.00
319384	04/25/2025	301 MICHAEL J MIZER	MILEAGE-ATTEND TRIBAL POLICE CHIEF CONFERENCE	\$4,494.02
319416	04/25/2025	4573 RICOH USA INC	COPY FEES 1/1/2025-3/31/2025	\$145.70
319418	04/25/2025	10915 ROSS, BRANDON R	NW HIDTA ADMIN/SURV TECH	\$5,626.08
319423	04/25/2025	262 SELIG FAMILY HOLDINGS LLC	MONTHLY RENT-MAY 2025	\$41,559.40

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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
319425	04/25/2025	396 SHAWN ALEXANDER MITCHELL	TNT/CLARK COUNTY SIU-WEEKLY TRAVEL	\$4,860.68
319456	04/25/2025	10001 WEINER, JONATHAN M	MCLEAN, VA-ATTEND DIRECTORS MEETING AND BANQUET	\$15,865.16
010 - Fund Activity Subtotal:				\$185,427.93
Total For Fund 118				\$185,427.93

Fund 201**000 - Fund Activity**

319275	04/24/2025	99990 MISC REFUNDS	REFUND DOUBLE LID 226 PENALTY PAYMENT	\$90.44
000 - Fund Activity Subtotal:				\$90.44
Total For Fund 201				\$90.44

Fund 300**010 - Fund Activity**

319076	04/11/2025	2181 ARROW CONSTRUCTION SUPPLY LLC	CRACK SEALER FOR STREETS	\$7,761.18
319112	04/11/2025	182 ELLISON EARTHWORKS LLC	P2411 PAY EST 5 FINAL	\$1,956.77
319235	04/11/2025	63 WA STATE DEPT TRANSPORTATION, HIGHWAYS & LOCAL PR	PROJECT COSTS FOR P2012 STEPTOE AND GAGE	\$7.21
319292	04/25/2025	2181 ARROW CONSTRUCTION SUPPLY LLC	CRACK SEALER FOR STREETS	\$41,327.68
010 - Fund Activity Subtotal:				\$51,052.84

160 - Land & Facilities

319087	04/11/2025	310 BUILDERS FIRSTSOURCE	CURB FOR FISHING DOCK	\$350.38
319099	04/11/2025	9679 CONNECTIX ENGINEERING INC	CONSULTANT INVOICE	\$3,117.75
319120	04/11/2025	8774 FASTENAL COMPANY	SCREWS FOR HANDRAIL	\$106.53
319152	04/11/2025	9773 KITTELSON & ASSOCIATES INC	CONSULTATION-TRAILS MASTERPLAN	\$1,800.02
319155	04/11/2025	638 LANDSCAPE STRUCTURES	95% LS PLAYGROUND DESIGN/SUPPLY/INSTALL	\$147,291.65
319187	04/11/2025	1085 PACIFIC MOBILE STRUCTURES, INC.	STORAGE CONTAINERS	\$8,148.72
319223	04/11/2025	1054 TNEMEC CO INC	CIVIC POOL PAINT	\$7,462.26
319244	04/11/2025	8463 WINDSOR PLYWOOD, ALDER BUILDING SUPPLIES	DECKING FOR FISHING PIER	\$201.05
319282	04/25/2025	10587 ALOHA GARAGE DOOR COMPANY INC	RETAINAGE REL WATER TREATMENT PLANT GATE OPENER	\$1,781.00
319288	04/25/2025	3088 APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET METAL	RETAINAGE RELEASE KPD-IT SERVER ROOM HVAC	\$1,262.30
319387	04/25/2025	7969 MUSTANG SIGN GROUP, WANG ENTERPRISES	DUGOUT COVERS	\$3,034.90
319405	04/25/2025	846 THE PIONEER MANUFACTURING COMPANY	IN-FIELD TURF BASE REPLACEMENT PARTS	\$1,349.87
319426	04/25/2025	680 SIERRA ELECTRIC, INC.	PICKLEBALL TIME CLOCK	\$2,391.40
319444	04/25/2025	930 TOTAL ENERGY MANAGEMENT	10TH SHOPS MECHANICAL BAY HVAC	\$82,422.65
160 - Land & Facilities Subtotal:				\$260,720.48
Total For Fund 300				\$311,773.32

Fund 303**010 - Fund Activity**

319073	04/11/2025	501 APOLLO, INC.	P2011 PAY EST 1	\$157,769.20
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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
319235	04/11/2025	63 WA STATE DEPT TRANSPORTATION, HIGHWAYS & LOCAL PR	PROJECT COSTS FOR P2011 QUINAULT & CCB	\$154.94
010 - Fund Activity Subtotal:				\$157,924.14
Total For Fund 303				\$157,924.14
Fund 360				
000 - Fund Activity				
319263	04/17/2025	99991 PERMIT REFUNDS	TRAFFIC IMPACT FEE REFUND - BLDR-2025-0283	\$1,675.00
000 - Fund Activity Subtotal:				\$1,675.00
Total For Fund 360				\$1,675.00
Fund 402				
000 - Fund Activity				
EFT	04/28/2025	70008 WA. STATE DEPT OF LICENSING	EXCISE TAX-MARCH 2025	\$554.41
319249	04/17/2025	99993 AMBULANCE REFUNDS	AMBULANCE REFUND - 280-KFD2402602	\$108.40
319250	04/17/2025	99993 AMBULANCE REFUNDS	AMBULANCE REFUND - 280-KFD2404956	\$717.00
319251	04/17/2025	99993 AMBULANCE REFUNDS	AMBULANCE REFUND - 280-KFD2309907	\$839.20
319252	04/17/2025	99993 AMBULANCE REFUNDS	AMBULANCE REFUND - 280-KFD2409348	\$732.00
319253	04/17/2025	99993 AMBULANCE REFUNDS	AMBULANCE REFUND - 280-KFD2312830	\$95.63
319254	04/17/2025	99993 AMBULANCE REFUNDS	AMBULANCE REFUND - 280-KFD2413473	\$115.70
319267	04/24/2025	99993 AMBULANCE REFUNDS	AMBULANCE REFUND-280-KFD2406815	\$111.05
319268	04/24/2025	99993 AMBULANCE REFUNDS	AMBULANCE REFUND-280-KFD2304686	\$113.58
319269	04/24/2025	99993 AMBULANCE REFUNDS	AMBULANCE REFUND-280-KFD2405403	\$123.39
319270	04/24/2025	99993 AMBULANCE REFUNDS	AMBULANCE REFUND-280-KFD2400027	\$95.88
319271	04/24/2025	99993 AMBULANCE REFUNDS	AMBULANCE REFUND-280-KFD2403857	\$102.32
319272	04/24/2025	99993 AMBULANCE REFUNDS	AMBULANCE REFUND- 280-KFD2312862	\$95.80
319273	04/24/2025	99993 AMBULANCE REFUNDS	AMBULANCE REFUND-280-KFD2404648A	\$58.39
319274	04/24/2025	99993 AMBULANCE REFUNDS	AMBULANCE REFUND-280-KFD2401403	\$105.52
000 - Fund Activity Subtotal:				\$3,968.27
010 - Fund Activity				
EFT	04/28/2025	70008 WA. STATE DEPT OF LICENSING	EXCISE TAX-MARCH 2025	\$14,966.08
319064	04/11/2025	10964 911 SUPPLY INC	WINTER COATS	\$360.99
319084	04/11/2025	3495 BOUND TREE MEDICAL LLC	IV & GENERAL MEDICAL SUPPLIES	\$170.53
319106	04/11/2025	848 DUNCAN MCFADDEN	REIMBURSE MEDIC SCHOOL	\$1,423.93
319109	04/11/2025	903 EDDIE HIGGINBOTHAM	REIMB. MEDIC SCHOOL	\$1,423.93
319110	04/11/2025	905 ELIJAH DODSON	REIMBURSE MEDIC SCHOOL	\$1,423.93
319114	04/11/2025	9493 EMS TECHNOLOGY SOLUTIONS LLC	OPERATIVE IQ RENEWAL 2025	\$5,044.84
319116	04/11/2025	265 ESO SOLUTIONS, INC	ER FIRE - HIST. DATA ACCESS	\$665.22
319123	04/11/2025	3743 FERNO WASHINGTON INC	ZOLL ADAPTER RUBBER FEET	\$104.40
319126	04/11/2025	5823 GALLS, LLC	PANTS - ROMMEN	\$2,297.86

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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
319144	04/11/2025	954 KEVIN E HODGES	MPD SERVICES Q1 2025	\$1,462.50
319148	04/11/2025	812 JOSHUA LOPEZ	REIMB. MEDIC SCHOOL	\$1,423.93
319154	04/11/2025	4244 L N CURTIS & SONS	RUBBER HELMET STRAP	\$1,415.39
319159	04/11/2025	8868 LIFE-ASSIST	IV & GENERAL MEDICAL SUPPLIES	\$10,419.30
319168	04/11/2025	1206 MED-TECH RESOURCE INC	EXTRICATION GLOVES	\$1,278.00
319173	04/11/2025	85 THE REDTAIL TEAM LLC	EMS PROTOCOL BOOKS	\$3,114.26
319185	04/11/2025	917 OXARC, INC.	CYLINDER RENTAL	\$888.59
319198	04/11/2025	957 RANCH & HOME INC	PROPANE	\$14.30
319205	04/11/2025	7872 SEA WESTERN INC	DUAL CERT. BOOTS	\$785.92
319212	04/11/2025	2536 STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	FS5 STATION SUPPLIES	\$1,835.47
319218	04/11/2025	10778 SYSTEMS DESIGN WEST LLC	FEB2025 AMBULANCE BILLING	\$10,011.13
319225	04/11/2025	168 TRILOGY MEDWASTE WEST LLC	MONTHLY RX DISPOSAL FEE	\$16.09
319247	04/11/2025	6869 ZOLL MEDICAL CORPORATION	GENERAL MEDICAL SUPPLIES	\$2,258.82
319285	04/25/2025	5681 AMERIGAS PROPANE LP	FS2 PROPANE	\$266.30
319310	04/25/2025	7496 CHAPLAIN SERVICES NETWORK	Q1 2025 ON-CALL CHAPLAINCY SERVICES	\$1,275.00
319312	04/25/2025	2481 CI INFORMATION MANAGEMENT, CI SUPPORT LLC	SECURED SHRED SERVICE	\$76.34
319313	04/25/2025	100 CITY OF RICHLAND	55492 - SECOMM ASSESSMENT - DISPATCH SVCS 1ST QRT	\$51,229.30
319329	04/25/2025	8940 DFND TECHNOLOGIES LLC	LG/XL DRI-FIT SHIRTS	\$1,094.37
319345	04/25/2025	5823 GALLS, LLC	PANTS - HERLING/SUTTON	\$13,015.91
319366	04/25/2025	10907 LAPLANTE, JOSHUA	TRVL REIMB-HUGHES FIRE EQUIPMENT INSPECTION TRIP	\$128.00
319368	04/25/2025	8868 LIFE-ASSIST	NARC ID SECURED DRUG STORAGE	\$8,793.40
319373	04/25/2025	3664 MCLELLAN, SCOTT	TRVL REIMB-HUGHES FIRE EQUIPMENT INSPECTION TRIP	\$116.00
319375	04/25/2025	1206 MED-TECH RESOURCE INC	WILDLAND TURNOUTS	\$8,158.86
319399	04/25/2025	917 OXARC, INC.	OXYGEN	\$139.57
319422	04/25/2025	7872 SEA WESTERN INC	TURNOUTS (19 SETS)	\$45,185.10
319430	04/25/2025	2536 STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	FS4 STATION SUPPLIES	\$741.73
319432	04/25/2025	5689 STRYKER SALES CORPORATION, STRYKER MEDICAL	LUCAS SUCTION CUPS 12PK	\$4,871.28
319437	04/25/2025	10778 SYSTEMS DESIGN WEST LLC	AMBULANCE BILLING SERVICES	\$10,417.82
319460	04/25/2025	6869 ZOLL MEDICAL CORPORATION	GENERAL MEDICAL SUPPLIES	\$1,636.50
010 - Fund Activity Subtotal:				\$209,950.89
Total For Fund 402				\$213,919.16

Fund 403**000 - Fund Activity**

319261	04/17/2025	99991 PERMIT REFUNDS	PERMIT FEE REFUND - MECR-2025-0827	\$23.49
319265	04/17/2025	99991 PERMIT REFUNDS	PERMIT REFUND- PLBR-2025-0736	\$27.00
319276	04/24/2025	99991 PERMIT REFUNDS	PERMIT REFUND BLDC-2025-0805	\$34,488.19
000 - Fund Activity Subtotal:				\$34,538.68

010 - Fund Activity

EFT	04/01/2025	70016 U.S. BANK	MERCHANT FEES	\$10,326.13
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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
				010 - Fund Activity Subtotal:
				\$10,326.13
				Total For Fund 403
				\$44,864.81
Fund 404				
010 - Fund Activity				
319072	04/11/2025	3088	APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET METAL TOYOTA CENTER HVAC REPLACEMENT PH2 PROJECT	\$2,799.90
				010 - Fund Activity Subtotal:
				\$2,799.90
				Total For Fund 404
				\$2,799.90
Fund 405				
010 - Fund Activity				
EFT	04/28/2025	70008	WA. STATE DEPT OF LICENSING	\$3,909.28
319062	04/04/2025	9403	ALLSTAR CONSTRUCTION GROUP, INC	\$59,681.90
319129	04/11/2025	1775	GRAINGER	\$21.08
319150	04/11/2025	78	KENNEWICK INDUSTRIAL & ELEC	\$16.53
319241	04/11/2025	5380	WESTERN SYSTEMS FABRICATION, INC	\$489.35
319246	04/11/2025	5471	ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	\$74.77
319302	04/25/2025	93	BENTON FRANKLIN DISTRICT, HEALTH	\$2,000.00
319347	04/25/2025	1775	GRAINGER	\$16.98
319358	04/25/2025	10351	IRELAND, CHRIS	\$195.83
319388	04/25/2025	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	\$692.78
319397	04/25/2025	5251	ONSITE ENVIRONMENTAL INC	\$1,140.00
319445	04/25/2025	367	TRAFFIC SAFETY SUPPLY CO INC	\$1,642.62
				010 - Fund Activity Subtotal:
				\$69,881.12
				Total For Fund 405
				\$69,881.12
Fund 410				
000 - Fund Activity				
EFT	04/28/2025	70008	WA. STATE DEPT OF LICENSING	\$6,937.49
319100	04/11/2025	13	CORE & MAIN LP	\$2,371.83
319134	04/11/2025	865	HD FOWLER COMPANY INC	\$7,478.54
319256	04/17/2025	76261	BFCAC	\$109.00
319321	04/25/2025	13	CORE & MAIN LP	\$887.81
				000 - Fund Activity Subtotal:
				\$17,784.67
010 - Fund Activity				
EFT	04/11/2025	6441	MERRELL BROTHERS INC	\$2,395,300.63
EFT	04/28/2025	70008	WA. STATE DEPT OF LICENSING	\$76,917.48
319067	04/11/2025	1065	ALLMAX SOFTWARE LLC	\$15,000.00
319070	04/11/2025	2738	ANATEK LABS INC	\$615.00

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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
319072	04/11/2025	3088 APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET METAL	2024 HVAC MAINT DECEMBER	\$4,231.41
319074	04/11/2025	490 APPLIED INDUSTRIAL TECH, INC.	PRESSURE REGULATOR WITH PSI GAUGE FOR HYPO TANK	\$166.90
319075	04/11/2025	5050 ARG INDUSTRIAL	3 INCH CLEAR SUCTION HOSE FOR PUMPS	\$206.61
319077	04/11/2025	1568 ATOMIC SCREEN PRINT &, EMBROIDERY	EMBROIDERY OE CLOTHING -- JOE WENZEL	\$32.61
319080	04/11/2025	94 BENTON COUNTY TREASURER	2025 PROP TAX-PW	\$5,941.13
319082	04/11/2025	93 BENTON FRANKLIN DISTRICT, HEALTH	COLIFORM SAMPLINT (BAC-T)	\$3,480.00
319083	04/11/2025	9733 BNSF RAILWAY COMPANY	8" WATERLINE @ EDISON/CLEVELAND LEASE AGMNT 236369	\$1,230.00
319095	04/11/2025	6389 COLUMBIA ELECTRIC SUPPLY	WTP SCADA TRAINING	\$1,059.83
319097	04/11/2025	10831 CONCEPT SYSTEMS INC	WWTP NON POTABLE WATER SCADA PROGRAMMING	\$330.00
319098	04/11/2025	4853 CONNELL OIL INC, 76 DISTRIBUTING	FOOD GRADE GREASE FOR HYDRANT MAINTENANCE	\$474.16
319100	04/11/2025	13 CORE & MAIN LP	CLOW FIRE HYDRANT REPAIR PARTS	\$1,232.46
319103	04/11/2025	2966 CULBERT CONSTRUCTION INC	P2211 PAY EST 3	\$455,617.03
319120	04/11/2025	8774 FASTENAL COMPANY	WASHERS AND NUTS FOR FILTER RACKS	\$57.86
319122	04/11/2025	86 FERGUSON ENTERPRISES INC	NEW 6' FIRE HYDRANT TO REPLACE EXISTING	\$4,409.72
319129	04/11/2025	1775 GRAINGER	BATTERIES FOR LAB THERMOMETERS, AND THERMOMETERS	\$256.49
319134	04/11/2025	865 HD FOWLER COMPANY INC	HYDRANT REPAIR KIT FOR WATEROUS FIRE HYDRANT	\$584.43
319143	04/11/2025	529 INTERMOUNTAIN MATERIAL TESTING	MATERIAL TESTING - P2209 WWTP PH 2 UPGRADE	\$4,988.75
319145	04/11/2025	4624 JCI JONES CHEMICALS INC	WTP & RC5 CHEMICALS - SODIUM HYPOCHLORITE	\$18,054.99
319150	04/11/2025	78 KENNEWICK INDUSTRIAL & ELEC	PRESSURE GAUGE FOR PRV STATION	\$85.72
319151	04/11/2025	377 KENNEWICK IRRIGATION DISTRICT	20255 KID ASSESSMENTS	\$3,294.90
319163	04/11/2025	3154 M & M BOLT COMPANY, LLC	BOLTS AND NUTS FOR PRV REBUILDS	\$45.07
319176	04/11/2025	3962 MUNICIPAL SVCS PETTY CASH	PW PETTY CASH REIMBURSEMENT	\$246.08
319183	04/11/2025	3700 OFFICE DEPOT INC	OFFICE SUPPLIES	\$134.31
319191	04/11/2025	329 PLATT ELECTRIC SUPPLY COMPANY, REXEL USA INC	WWTP NON POT HYPO PUMP PARTS	\$123.85
319196	04/11/2025	2415 PUMPTech, INC	CHEMICAL PUMP REBUILD KITS	\$2,157.41
319198	04/11/2025	957 RANCH & HOME INC	KNEE PADS FOR MAINTENANCE TRUCKS	\$138.24
319227	04/11/2025	4764 UNITED PARCEL SERVICE, UPS	SHIPPING	\$155.67
319228	04/11/2025	4764 UNITED PARCEL SERVICE, UPS		\$50.18
319229	04/11/2025	4764 UNITED PARCEL SERVICE, UPS		\$301.22
319230	04/11/2025	787 UNIVAR USA INC.	WTP CHEMICALS	\$13,609.81
319232	04/11/2025	3564 US LINEN AND UNIFORM	LINEN SERVICE	\$152.20
319233	04/11/2025	7925 HD SUPPLY INC	BLOWER AND HOSE FOR CONFINED SPACE	\$847.71
319234	04/11/2025	5815 VINCENT BROTHERS LLP	P2117 PAY EST 5 FINAL	\$17,609.40
319242	04/11/2025	1755 WILBUR-ELLIS COMPANY	PESTICIDE TO SPRAY AROUND THE PLANT AND STATIONS	\$3,786.22
319246	04/11/2025	5471 ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	TELEPHONE SVC	\$487.26
319281	04/25/2025	1065 ALLMAX SOFTWARE LLC	WASTEWATER PLANT COMPUTER SOFTWARE	\$19,526.00
319286	04/25/2025	7400 ANALYTICAL SERVICES INC	AEROBIC ENDOSPORE SAMPLING	\$620.00
319287	04/25/2025	2738 ANATEK LABS INC	CONSULTANT TESTING	\$1,957.00
319288	04/25/2025	3088 APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET METAL	ACTUATOR	\$671.07
319289	04/25/2025	10213 AQUATIC INFORMATICS INC	TOKAY SOFTWARE RENEWAL	\$4,277.24

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319293	04/25/2025	1568 ATOMIC SCREEN PRINT &, EMBROIDERY	OE UNIFORM - JOEY LEMIEUX	\$722.48
319295	04/25/2025	108 BADGER METER INC	FIRE HYDRANT METERS - WATER DISTRIBUTION	\$14,314.82
319302	04/25/2025	93 BENTON FRANKLIN DISTRICT, HEALTH	BAC T SAMPLES	\$3,780.00
319303	04/25/2025	84 BENTON PUD NO. 1	ELECTRICITY	\$102,182.73
319309	04/25/2025	83 CASCADE NATURAL GAS	GAS SERVICE	\$2,453.26
319317	04/25/2025	6389 COLUMBIA ELECTRIC SUPPLY	BENDER TO SHAPE 3/4" & 1" COPPER PIPE	\$346.04
319319	04/25/2025	4853 CONNELL OIL INC, 76 DISTRIBUTING	OIL FOR GEAR BOXES	\$133.62
319331	04/25/2025	870 DEW ONLINE STORES	PLANS BIN & TAPE	\$391.52
319339	04/25/2025	8774 FASTENAL COMPANY	STEEL BODY WITH STEEL HAMMER PIN DRIVE ANCHOR	\$30.80
319340	04/25/2025	86 FERGUSON ENTERPRISES INC	PARTS FOR YARD HYDRANTS AROUND THE LAGOONS	\$120.92
319347	04/25/2025	1775 GRAINGER	LOCK LUBE FOR RESERVOIR DOORS AND LATCHES	\$53.35
319348	04/25/2025	7234 GROUNDWATER SOLUTIONS INC, GSI WATER SOLUTIONS	P2318 CONSULTANT INVOICE	\$5,728.75
319352	04/25/2025	8572 HIGH DESERT MAINTENANCE INC	WELD UP STAIR CASE AT THE PLANT	\$836.99
319377	04/25/2025	6441 MERRELL BROTHERS INC	P2209 PAY EST 6	\$522,155.97
319385	04/25/2025	5112 MOON SECURITY SERVICES, INC	SCADA - DAK0001	\$189.74
319391	04/25/2025	4748 NORTH COAST ELECTRIC COMPANY	POWER WIRE FOR 75HP LAGOON MOTOR	\$410.93
319396	04/25/2025	3700 OFFICE DEPOT INC	OFFICE SUPPLIES	\$52.86
319407	04/25/2025	329 PLATT ELECTRIC SUPPLY COMPANY, REXEL USA INC	WWTP NON-POTABLE CHLORINE SYSTEM	\$10.03
319414	04/25/2025	957 RANCH & HOME INC	PROPANE FOR FORKLIFT	\$26.00
319436	04/25/2025	5320 SWS EQUIPMENT, LLC	PARTS TO AIR UP THE CAMERA	\$486.73
319443	04/25/2025	172 THE TRI-CITY HERALD	NOTICE TO DRINKING WATER CUSTOMERS	\$291.38
319451	04/25/2025	7925 HD SUPPLY INC	DPD DISPENSERS FOR CL2 SAMPLES	\$199.99
319452	04/25/2025	3881 UTILITIES UNDERGROUND, LOCATION CENTER	MONTHLY LOCATE FEES	\$383.40
319459	04/25/2025	355 WHITNEY EQUIPMENT CO INC	WTP FILTRATE PUMPS - STARTUP AND TESTING	\$41,148.16
010 - Fund Activity Subtotal:				\$3,756,914.52
Total For Fund 410				\$3,774,699.19

Fund 501**000 - Fund Activity**

319102	04/11/2025	5727 COSTCO ANYWHERE CITI VISA	INV 700 KUBOTA FILTERS	\$485.58
319115	04/11/2025	10299 ENVIRONMENTAL PRODUCTS AND, ACCESSORIES LLC	INV 700 TWO BOLT CLAMPS	\$110.72
319138	04/11/2025	8711 HUGHES FIRE EQUIPMENT INC	INV 700 HUGHES FIRE	\$1,009.14
319182	04/11/2025	4217 O'REILLY AUTO PARTS	INV 700 KUBOTA FILTERS	\$224.36
319277	04/25/2025	7809 A-1 INDUSTRIAL SUPPLY LLC	INV 700 450BPSI DIAPHRAM FOR 101 VALVES	\$41.03
319319	04/25/2025	4853 CONNELL OIL INC, 76 DISTRIBUTING	INV 700 OIL	\$1,621.64
319322	04/25/2025	5727 COSTCO ANYWHERE CITI VISA	INV 700 POWERSTOP BRAKES	\$1,924.23
319354	04/25/2025	8711 HUGHES FIRE EQUIPMENT INC	INV 700 HUGHES FIRE	\$626.07
319369	04/25/2025	10561 LIQUIDSPRING LLC	INV 700 LIQUID SPRING	\$883.34
319395	04/25/2025	4217 O'REILLY AUTO PARTS	INV 700 PRE MIX FUEL	\$3,317.31
319403	04/25/2025	6241 PASCO TIRE FACTORY INC	INV 800 TIRES	\$1,330.92

City of Kennewick
Claims Roster by Fund/Division
4/1/2025 to 4/30/2025



CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
319429	04/25/2025	247 SS EQUIPMENT, PASCO NEW HOLLAND	CREDIT RETURNED MOWER BLADES 777080	(\$376.55)
000 - Fund Activity Subtotal:				\$11,197.79
010 - Fund Activity				
319094	04/11/2025	1310 COLEMAN OIL COMPANY	FUEL FOR COLUMBIA PARK MOWERS	\$2,882.50
319101	04/11/2025	7868 CORWIN FORD - TRI CITIES, CORWIN OF PASCO LLC	HOSE FOR V2512	\$14,709.17
319102	04/11/2025	5727 COSTCO ANYWHERE CITI VISA	TOOL STORAGE FOR FLEET	\$425.06
319104	04/11/2025	9827 DAY WIRELESS SYSTEMS	2025 POLICE VEHICLE UPFIT V7505	\$66,357.40
319132	04/11/2025	519 H&L AUTO GLASS LLC	WINDSHIELD REPAIR FOR V2514	\$32.64
319138	04/11/2025	8711 HUGHES FIRE EQUIPMENT INC	VALVE BODY FOR V0228	\$314.50
319146	04/11/2025	3363 JIM'S PACIFIC GARAGES INC	ENGINE REPAIR FOR V2808	\$1,973.09
319157	04/11/2025	8933 LES SCHWAB TIRE CENTERS, OF WASHINGTON INC	REPAIR FLAT ON V5520	\$56.51
319160	04/11/2025	10561 LIQUIDSPRING LLC	PUMP FOR V2716	\$989.05
319167	04/11/2025	2254 MCMASTER-CARR SUPPLY COMPANY	O-RING FOR V0228	\$63.17
319177	04/11/2025	8875 NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	DEGREASER VEH 4105	\$305.69
319179	04/11/2025	876 NORTHWEST POWER EQUIPMENT	2025 STIHL ZERO TURN 60" EV MOWERS	\$48,289.75
319182	04/11/2025	4217 O'REILLY AUTO PARTS	BATTERY FOR VW055	\$1,913.66
319188	04/11/2025	981 PARTSTREE.COM	TANK CAP FOR FLEET	\$20.67
319189	04/11/2025	6241 PASCO TIRE FACTORY INC	TIRE FOR V0251	\$673.29
319197	04/11/2025	957 RANCH & HOME INC	PROPANE VEH 0401	\$25.70
319202	04/11/2025	9107 RWC INTERNATIONAL LTD	TERMINAL CABLE FOR V4100	\$102.44
319203	04/11/2025	272 SAMSARA INC	SAMSARA LICENSE RENEWAL FOR FLEET	\$783.36
319211	04/11/2025	247 SS EQUIPMENT, PASCO NEW HOLLAND	MULCHING BLADE FOR V3304	\$58.78
319217	04/11/2025	5320 SWS EQUIPMENT, LLC	NOZZLES VEH 5100	\$1,183.98
319229	04/11/2025	4764 UNITED PARCEL SERVICE, UPS		\$233.62
319232	04/11/2025	3564 US LINEN AND UNIFORM	LINEN SERVICE	\$135.30
319291	04/25/2025	5050 ARG INDUSTRIAL	HOSE LENGTHS VEH 5312	\$177.29
319305	04/25/2025	10612 BRAUN INDUSTRIES INC	TRACK STRIP VEH 2715	\$176.91
319316	04/25/2025	1310 COLEMAN OIL COMPANY	CITYWIDE FLEET FUEL	\$28,493.04
319318	04/25/2025	8852 COMMERCIAL TIRE	TIRE VEH 3813	\$238.30
319330	04/25/2025	601 DIRECT AUTOMOTIVE DISTRIBUTING	BRAKE ROTORS VEH 7303	\$279.58
319338	04/25/2025	9431 FAIRBANK EQUIPMENT	BELT VEH 3735	\$593.25
319354	04/25/2025	8711 HUGHES FIRE EQUIPMENT INC	QUARTERLY INSPECTION VEH 2802	\$5,044.06
319360	04/25/2025	3363 JIM'S PACIFIC GARAGES INC	HARNES AND SENSOR VEH 2307	\$346.46
319374	04/25/2025	2254 MCMASTER-CARR SUPPLY COMPANY	ROPE LANYARD FOR FLEET	\$319.77
319388	04/25/2025	8875 NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	COOLANT VEH 2001	\$114.04
319392	04/25/2025	1677 NORTHSTAR CLEAN CONCEPTS HOTSY, CLEAN CONCEPTS GR	PREVENTATIVE MAINT FLEET PARTS WASHER	\$1,067.20
319395	04/25/2025	4217 O'REILLY AUTO PARTS	FILTERS VEH 5002	\$2,129.03
319401	04/25/2025	6603 PAPE MACHINERY INC	FILTERS VEH 4300	\$144.45
319402	04/25/2025	981 PARTSTREE.COM	CAP AND HARDWARE PARK EQUIP	\$35.47
319403	04/25/2025	6241 PASCO TIRE FACTORY INC	FLAT REPAIR VEH 0073	\$2,951.89

City of Kennewick
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CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
319408	04/25/2025	285 PNW EMERGENCY EQUIPMENT	VALVE VEH 2307	\$3,684.53
319413	04/25/2025	957 RANCH & HOME INC	PROPANE VEH 0401	\$25.05
319421	04/25/2025	3660 SAS AUTO ELECTRIC, INC.	ALTERNATOR FOR V0059	\$249.79
319427	04/25/2025	9797 SIGNS BY SUE	VEHICLE MARKING VEH 2514	\$245.03
319429	04/25/2025	247 SS EQUIPMENT, PASCO NEW HOLLAND	2025 BAD BOY ZERO TURN 61" GAS MOWER	\$13,058.32
010 - Fund Activity Subtotal:				\$200,902.79
Total For Fund 501				\$212,100.58
Fund 502				
000 - Fund Activity				
EFT	04/28/2025	70008 WA. STATE DEPT OF LICENSING	EXCISE TAX-MARCH 2025	\$62.63
319066	04/11/2025	8871 ALLIED MATERIALS AND EQUIPMENT, CO INC	INV 200 FLAGS	\$161.19
319129	04/11/2025	1775 GRAINGER	INV 200 GRAINGER	\$677.16
319248	04/11/2025	4578 ZUMAR INDUSTRIES INC	INV 900 ZUMAR	\$5,404.85
319324	04/25/2025	481 CROWN PAPER & JANITORIAL, SUPPLY	INV 200 CROWN JANITORIAL	\$377.19
319347	04/25/2025	1775 GRAINGER	INV 200/500 GRAINGER	\$2,409.19
319368	04/25/2025	8868 LIFE-ASSIST	INV 200 NITRILE GLOVES	\$6,256.00
319442	04/25/2025	3426 THE HOME DEPOT PRO, DBA SUPPLY WORKS	CREDIT INV 200 WYPALL TOWELS	\$1,335.59
319445	04/25/2025	367 TRAFFIC SAFETY SUPPLY CO INC	INV 200 SAFETY VESTS	\$774.43
000 - Fund Activity Subtotal:				\$17,458.23
010 - Fund Activity				
319156	04/11/2025	6743 LEAF CAPITAL FUNDING LLC	COPIER LEASE - 2025	\$958.06
319278	04/25/2025	1526 ABADAN	COPIER MAINTENANCE - 2025	\$2,311.78
319367	04/25/2025	6743 LEAF CAPITAL FUNDING LLC	COPIER LEASE - 2025	\$2,253.18
319390	04/25/2025	4770 NETWORK SERVICES COMPANY	COPY PAPER FOR COPIER PROGRAM	\$3,394.56
010 - Fund Activity Subtotal:				\$8,917.58
Total For Fund 502				\$26,375.81
Fund 503				
010 - Fund Activity				
EFT	04/07/2025	70008 WA. STATE DEPT OF LICENSING	DRIVING ABSTRACTS	\$120.00
EFT	04/07/2025	70008 WA. STATE DEPT OF LICENSING	DRIVING ABSTRACTS	\$45.00
EFT	04/10/2025	70008 WA. STATE DEPT OF LICENSING	DRIVING ABSTRACTS	\$30.00
EFT	04/11/2025	70008 WA. STATE DEPT OF LICENSING	DRIVING ABSTRACT	\$15.00
EFT	04/15/2025	70008 WA. STATE DEPT OF LICENSING	DRIVING ABSTRACTS	\$30.00
EFT	04/18/2025	70008 WA. STATE DEPT OF LICENSING	DRIVING ABSTRACTS	\$60.00
EFT	04/24/2025	70008 WA. STATE DEPT OF LICENSING	DRIVING ABSTRACTS	\$60.00
EFT	04/25/2025	70008 WA. STATE DEPT OF LICENSING	DRIVING ABSTRACTS	\$30.00
EFT	04/29/2025	70008 WA. STATE DEPT OF LICENSING	DRIVING ABSTRACTS	\$75.00

City of Kennewick
Claims Roster by Fund/Division
4/1/2025 to 4/30/2025



CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
EFT	04/22/2025	70008	WA. STATE DEPT OF LICENSING	DRIVING ABSTRACTS
319113	04/11/2025	8079	EMPLOYMENT SECURITY DEPARTMENT, UI TAX ADMINISTRATION	UNEMPLOYMENT Q1
319124	04/11/2025	919	FRONTLINE MEDICAL PLLC	PROFESSIONAL SERVICES
319282	04/25/2025	10587	ALOHA GARAGE DOOR COMPANY INC	REPAIR OF STATION 3 DOOR THAT WAS STRUCK BY ENGINE
319320	04/25/2025	35	CONSOLIDATED ELECTRICAL, DISTRIBUTORS INC	REPLACE LIGHT POLE AT HILDEBRAND & MCKINLEY
319343	04/25/2025	409	FRONTIER FENCE INC	REPAIR SECTION OF FENCING AT EDISON & 240
319458	04/25/2025	2368	WESTERN SYSTEMS INC	REPLACE RRFB AT FAIRWAY OFF 10TH
010 - Fund Activity Subtotal:				\$96,482.23
Total For Fund 503				\$96,482.23

Fund 611**010 - Fund Activity**

319333	04/25/2025	5685	ECKERT, NANCY	LEOFF 1 PENSION	\$1,816.62
319412	04/25/2025	6700	PURDY, PAULA	LEOFF 1 PENSION	\$1,159.80
319415	04/25/2025	145	REMUS, LARRY J	LEOFF 1 PENSION	\$993.29
319424	04/25/2025	148	SHAW, LEONARD	LEOFF 1 PENSION	\$706.04
319428	04/25/2025	150	SLEATER, LARRY L	LEOFF 1 PENSION	\$1,675.45
010 - Fund Activity Subtotal:					\$6,351.20
Total For Fund 611					\$6,351.20

Fund 612**010 - Fund Activity**

319086	04/11/2025	185	BUCK, GARY E	RETIREE MEDICAL	\$185.00
319108	04/11/2025	1894	EASLING, CONNIE	RETIREE MEDICAL	\$185.00
319119	04/11/2025	41	FARNKOFF, ROBERT C	RETIREE MEDICAL	\$185.00
319121	04/11/2025	58	FEARING, DOUG	RETIREE MEDICAL	\$185.00
319127	04/11/2025	181	GIER, CHARLES W.	RETIREE MEDICAL	\$174.70
319128	04/11/2025	134	GONDERMAN, DAVID A	RETIREE MEDICAL	\$185.00
319131	04/11/2025	62	GROSS, ROBERT	RETIREE MEDICAL	\$185.00
319135	04/11/2025	455	HEIMBIGNER, MICHAEL	RETIREE MEDICAL	\$185.00
319137	04/11/2025	6744	HIRSCHEL, ARTHUR D	RETIREE MEDICAL	\$104.90
319147	04/11/2025	3891	JOPLIN, ALAN	RETIREE MEDICAL	\$185.00
319149	04/11/2025	65	JUERGENS, CURT	RETIREE MEDICAL	\$164.90
319153	04/11/2025	60	KRAFT, JAMES	RETIREE MEDICAL	\$185.00
319164	04/11/2025	50	MACE, BILL	RETIREE MEDICAL	\$185.00
319166	04/11/2025	52	MAPLETHORPE, JOHN G., JR	RETIREE MEDICAL	\$185.00
319181	04/11/2025	142	O'HAIR, RONALD L	RETIREE MEDICAL	\$185.00
319190	04/11/2025	5554	PENNEY, MICHAEL	RETIREE MEDICAL	\$134.00
319200	04/11/2025	145	REMUS, LARRY J	RETIREE MEDICAL	\$185.00
319204	04/11/2025	1821	SCHARNHORST, DEAN	RETIREE MEDICAL	\$225.20

City of Kennewick
Claims Roster by Fund/Division
4/1/2025 to 4/30/2025



CHECK #	CHECK DATE	VENDOR NAME	DESCRIPTION	AMOUNT
319206	04/11/2025	148 SHAW, LEONARD	RETIREE MEDICAL	\$185.00
319209	04/11/2025	150 SLEATER, LARRY L	RETIREE MEDICAL	\$185.00
319210	04/11/2025	66 SOUTHWICK, JOHN J., JR.	RETIREE MEDICAL	\$185.00
319226	04/11/2025	1318 TRIPP, GREG	RETIREE MEDICAL	\$185.00
319236	04/11/2025	8584 WAGNER, BRIAN	RETIREE MEDICAL	\$181.00
319238	04/11/2025	9944 WATERS, DENNIS	RETIREE MEDICAL	\$185.00
319243	04/11/2025	2997 WILLIAMS, GARY	RETIREE MEDICAL	\$185.00
319245	04/11/2025	9776 YADEN, MARK	RETIREE MEDICAL	\$185.00
010 - Fund Activity Subtotal:				\$4,684.70
Total For Fund 612				\$4,684.70
Fund 642				
000 - Fund Activity				
319092	04/11/2025	1516 CITY OF WEST RICHLAND	METRO OT REIMBURSEMENT - FEB 2025	\$272.51
319299	04/25/2025	14 BENTON COUNTY	MARCH 2025 METRO OT REIMBURSEMENT	\$891.01
000 - Fund Activity Subtotal:				\$1,163.52
010 - Fund Activity				
319246	04/11/2025	5471 ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	TELEPHONE SVC	\$158.93
319279	04/25/2025	730 ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	\$888.00
319316	04/25/2025	1310 COLEMAN OIL COMPANY	UC VEHICLE FUEL EXPENSE	\$41.80
319335	04/25/2025	1933 EMPLOYMENT SECURITY DEPARTMENT, TREASURY UNIT	EMPLOYMENT HISTORY(TF25-013)	\$9.50
319379	04/25/2025	1078 MICHELLE STAIRET	HEARING EXAMINER (APR)	\$175.00
319447	04/25/2025	457 TRUCKS & AUTO AUCTIONS	VEHICLE STORAGE FEE (APR)	\$825.00
010 - Fund Activity Subtotal:				\$2,098.23
Total For Fund 642				\$3,261.75
Fund 888				
000 - Fund Activity				
EFT	04/16/2025	5000 COMMERCIAL CARD SOLUTIONS, JP MORGAN CHASE - VISA	MARCH 2025 PURCHASE CARD	\$61,559.00
000 - Fund Activity Subtotal:				\$61,559.00
Total For Fund 888				\$61,559.00
				\$7,187,420.02

City of Kennewick
Claims Roster by Fund/Division
4/1/2025 to 4/30/2025



I, Jessica Platt, 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.

Jessica Platt, Finance Director

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

Check Numbers 319062 through 319461:	\$4,563,752.60
Electronic Payments (EFT):	\$2,623,667.42
Total	\$7,187,420.02

City of Kennewick
Claims Roster by Fund/Division
4/1/2025 to 4/30/2025



CLAIMS SUMMARY		
FUND	DESCRIPTION	AMOUNT
001	GENERAL FUND	1,552,051.82
102	STREET FUND	85,161.62
103	ARTERIAL STREET FUND	12,053.00
106	BI-PIN OPERATIONS FUND	268,310.80
107	COMMUNITY DEVELOPMENT FUND	532.17
111	ASSET FORFEITURE FUND	300.00
116	LODGING TAX FUND	92,494.76
117	CRIMINAL JUSTICE SALES TAX FND	2,645.57
118	HIDTA FIDUCIARY PROGRAM	185,427.93
201	LID GUARANTY FUND	90.44
300	CAPITAL IMPROVEMENTS FUND	311,773.32
303	URBAN ARTERIAL STREET FUND	157,924.14
360	TIF RESERVE FUND	1,675.00
402	MEDICAL SERVICES FUND	213,919.16
403	BUILDING SAFETY FUND	44,864.81
404	COLISEUM FUND	2,799.90
405	STORMWATER UTILITY FUND	69,881.12
410	WATER AND SEWER FUND	3,774,699.19
501	EQUIPMENT RENTAL FUND	212,100.58
502	CENTRAL STORES FUND	26,375.81
503	RISK MANAGEMENT FUND	96,482.23
611	FIREMENS PENSION FUND	6,351.20
612	OPEB TRUST FUND	4,684.70
642	METRO DRUG FORFEITURE FUND	3,261.75
888	RESIDUAL FUND	61,559.00
Total:		7,187,420.02

City of Kennewick

PCard Roster by Fund

3/1/2025 to 3/31/2025



FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
001 - GENERAL FUND				
CITY COUNCIL	999998	FACEBK *PMJEBKC6U2	CAMPAIGN FOR BOARDS AND COMMISSION SEATS	49.97
CITY COUNCIL	10459	PROCARD, PAYFLOW/PAYPAL	TICKET FOR HISPANIC CHAMBER LUNCHEON	30.00
CITY COUNCIL	2861	TROPHY SHOPPE, THE, JEFFREY BRITTON	RETIREMENT PLAQUE	75.94
City Council Subtotal:				\$155.91
CITY MANAGER	172	THE TRI-CITY HERALD	TRI-CITY HERALD SUBSCRIPTION	23.99
CITY MANAGER	999998	CANVA* I04451-51692124	CANVA SUBSCRIPTION	70.99
CITY MANAGER	999998	OPENAI *CHATGPT SUBSCR	CHATGPT SUBSCRIPTION	21.74
CITY MANAGER	999998	ADOBE *ADOBE	ADOBE SUBSCRIPTION	38.03
CITY MANAGER	999998	TRI-CITY REGIONAL CHAMBER	REGIONAL CHAMBER LUNCHEON	138.00
CITY MANAGER	3717	AMAZON.COM	WATER COOLER FOR CITY HALL	173.91
CITY MANAGER	999998	MYLAWCLE.COM	LISA BEATON - WEBINAR	230.00
CITY MANAGER	3717	AMAZON.COM	ICE MACHINE FOR CITY HALL	76.08
City Manager Subtotal:				\$772.74
RECREATION SERVICES	6620	STK*SHUTTERSTOCK.COM	SHUTTERSTOCK PHOTOS FOR MARKETING	31.53
RECREATION SERVICES	3717	AMAZON.COM	SR SUPPLIES	83.16
RECREATION SERVICES	3717	AMAZON.COM	KCC SUPPLIES	421.81
RECREATION SERVICES	3717	AMAZON.COM	CLEANING SUPPLIES - GRANGE	14.07
RECREATION SERVICES	999998	THE PACIFIC CLINIC	LIFEGUARD INSTRUCTOR COURSE FOR KEYSHAWN BARRINGTON	298.93
RECREATION SERVICES	999998	SQ *COLUMBIA SAFETY	CPR / FIRST AID FOR GUEST SERVICES	240.00
RECREATION SERVICES	3717	AMAZON.COM	EVENT SUPPLIES	79.52
RECREATION SERVICES	3717	AMAZON.COM	KCC BROCHURE PAPER	35.82
RECREATION SERVICES	3717	AMAZON.COM	KCC SUPPLIES & KCC OFFICE SUPPLIES	48.86
RECREATION SERVICES	3717	AMAZON.COM	TABLES FOR SR SCORE BOARDS	243.36
RECREATION SERVICES	999998	GREEN CLEANERS	CLEANING RAGS & MOP HEADS	43.48
RECREATION SERVICES	999998	FACEBK *94R6AHL3B2	FACEBOOK MARKETING	48.62
RECREATION SERVICES	999998	PY *TEAMSIDELINE.COM	YEARLY FEE TEAM SCHEDULER	814.16
RECREATION SERVICES	999998	PANDORA FOR BUSINESS B	PANDORA FOR THE PAVILION	32.56
RECREATION SERVICES	999998	GREEN CLEANERS	DRY CLEANING GUEST SERVICES SHIRTS & JACKETS	22.28
RECREATION SERVICES	999998	SAFEGUARD BUS SYS INC	CHEER CAMP T SHIRTS FALL 2024	461.20
RECREATION SERVICES	7145	UNITED VOLLEYBALL SUPPLY LLC	VOLLEYBALL NET STRAPS	123.86
RECREATION SERVICES	999998	SLING.COM	SLING FOR THE PAVILION	70.98
RECREATION SERVICES	5727	COSTCO ANYWHERE CITI VISA	COMMUNITY CENTER SUPPLIES	72.31
RECREATION SERVICES	3717	AMAZON.COM	COMMUNITY CENTER SUPPLIES	167.24
RECREATION SERVICES	999998	WP*ADMIN PRO NETWORK	ADMIN CONFERENCE	82.00
RECREATION SERVICES	3883	U R M CASH & CARRY	MEETING SUPPLIES	3.99
RECREATION SERVICES	999998	TST* NOTHING BUNDT CAKES	MEETING SUPPLIES	15.00

City of Kennewick

PCard Roster by Fund

3/1/2025 to 3/31/2025



FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
Recreation Services Subtotal:				\$3,454.74
FACILITIES MAINTENANCE	999998	CARHARTT COMPANY GEAR	OE CLOTHING KACIE COMBE 2ND HALF COMP	418.44
FACILITIES MAINTENANCE	999998	CARHARTT COMPANY GEAR	OE UNIFORM FOR RAMON MERCADO	152.17
FACILITIES MAINTENANCE	999998	CARHARTT COMPANY GEAR	OE UNIFORM FOR JARED WILLIAMS	423.90
FACILITIES MAINTENANCE	999998	WP*ADMIN PRO NETWORK	ADMIN CONFERENCE	82.00
FACILITIES MAINTENANCE	999998	SP GRANZOW	POOL SUPPLIES	3,719.94
FACILITIES MAINTENANCE	999998	ACTION/NORTHSHOREDOOR	RESTROOM MAGLOCKS	525.45
FACILITIES MAINTENANCE	3717	AMAZON.COM	AMERICORPS SUPPLIES	913.00
FACILITIES MAINTENANCE	3717	AMAZON.COM	VOLUNTEER SUPPLIES	434.70
FACILITIES MAINTENANCE	999998	DR POWER	TRIMMER/MOWER	923.94
FACILITIES MAINTENANCE	3883	U R M CASH & CARRY	MEETING SUPPLIES	3.99
FACILITIES MAINTENANCE	999998	TST* NOTHING BUNDT CAKES	MEETING SUPPLIES	15.00
FACILITIES MAINTENANCE	999998	PY *GREG WALDEN	UNIFORM	447.88
FACILITIES MAINTENANCE	999998	PY *GREG WALDEN	UNIFORM 2ND HALF JW	89.09
FACILITIES MAINTENANCE	3717	AMAZON.COM	MARKERS FOR PARK RR	41.91
FACILITIES MAINTENANCE	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	INDUSTRIAL PAPER TOWELS	119.99
FACILITIES MAINTENANCE	999998	WALMART.COM	VOLUNTEER SUPPLIES	47.58
Facilities Maintenance Subtotal:				\$8,358.98
ECONOMIC DEVELOPMENT	999998	EB *PITCH LATINO TRI-C	TICKET TO PITCH LATINO TRI-CITIES	28.52
ECONOMIC DEVELOPMENT	999998	EIG	EMAIL SERVICE FOR BUSINESS NEWSLETTER COMMUNICATIONS	403.28
Economic Development Subtotal:				\$431.80
ACCOUNTING	1566	TYLER TECHNOLOGIES INC	RENE WITTMAN TYLER CONFERENCE (TYLER CONNECT REGISTRATION)	1,199.00
ACCOUNTING	3700	OFFICE DEPOT INC	OFFICE SUPPLIES	139.51
ACCOUNTING	999998	GOVERNMENT FINANCE OFFICE	GFOA BUDGET AWARD REVIEW FEE - J. PLATT	575.00
ACCOUNTING	999998	BNP MEDIA SUB-ENR AR NEWS	ENGINEERING NEWS SUBSCRIPTION - R. STODDARD	8.99
Accounting Subtotal:				\$1,922.50
HUMAN RESOURCES	3717	AMAZON.COM	PICKLEBALL SUPPLIES - WELLNESS COMMITTEE	26.43
HUMAN RESOURCES	3292	BEST BUY	NEW IPAD FOR CHAD CROUCH	868.51
HUMAN RESOURCES	3717	AMAZON.COM	CASE/KEYBOARD FOR CHAD CROUCH NEW IPAD	108.69
HUMAN RESOURCES	999998	PICKLEBALL CENTRAL	PICKLEBALL SUPPLIES - WELLNESS COMMITTEE	54.30
HUMAN RESOURCES	3223	WALMART SUPERCENTER	PICKLEBALL SUPPLIES - WELLNESS COMMITTEE	40.92
HUMAN RESOURCES	999998	BIG 5 SPORTING GOODS 170	GYM EQUIPMENT FOR FROST	141.26
HUMAN RESOURCES	3223	WALMART SUPERCENTER	WELLNESS EVENT SNACKS (MARCH MADNESS)	64.59
HUMAN RESOURCES	3883	U R M CASH & CARRY	WELLNESS SUPPLIES FOR MARCH MADNESS EVENT	5.41
HUMAN RESOURCES	999998	WABO	JOB POSTING FOR BUILDING INSPECTOR	57.00

City of Kennewick
PCard Roster by Fund
3/1/2025 to 3/31/2025



FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
HUMAN RESOURCES	9860	PROCARD, PAYPAL	AWC JOB.NET POSTING FOR BUILDING OFFICIAL	50.00
HUMAN RESOURCES	9860	PROCARD, PAYPAL	AWC JOB.NET POSTING FOR IT SECURITY ANALYST	50.00
HUMAN RESOURCES	999998	APWA - WORK ZONE	JOB POSTING FOR UTILITY SERVICES MANAGER	375.00
HUMAN RESOURCES	999998	FMCSA D&A CLEARINGHOUSE	DOT CDL PRE-EMPLOYMENT SEARCH FOR CANDIDATE J. GREENE	12.50
Human Resources Subtotal:				\$1,854.61
CUSTOMER SERVICE	3717	AMAZON.COM	RECEIPT PRINTER INK (2)	50.99
CUSTOMER SERVICE	3717	AMAZON.COM	OFFICE SUPPLIES	23.86
Customer Service Subtotal:				\$74.85
CITY ATTORNEY	3717	AMAZON.COM	OFFICE SUPPLIES - DIGITAL RECORDER	38.32
CITY ATTORNEY	999998	WSAMA	WSAMA SPRING CONFERENCE - L SANGUINO	364.00
CITY ATTORNEY	999998	WSAMA	WSAMA SPRING CONFERENCE - BOOT CAMP SESSION - L SANGUINO	52.00
CITY ATTORNEY	999998	MRSC.ORG	PRA DEEP DIVE: 911 RECORDS WEBINAR - L SANGUINO	40.00
CITY ATTORNEY	999998	FASTCASE.COM	ANNUAL SUBSCRIPTION RENEWAL - L SANGUINO	108.70
City Attorney Subtotal:				\$603.02
CITY CLERK	7237	GOTPRINT.COM	BUSINESS CARDS B RALSTON K JOHNSTON	84.63
CITY CLERK	999998	WYNDHAM	WMCA CONFERENCE - HOTEL: JOHNSTON	497.70
CITY CLERK	999998	PCI L805 PASCO TRI CITIES	WMCA TRAINING - PARKING: JOHNSTON	48.00
City Clerk Subtotal:				\$630.33
PURCHASING	999998	WASHINGTON STATE CHAPT	NIGP MEMBERSHIP FOR TOM MCCORMICK	40.00
Purchasing Subtotal:				\$40.00
INFORMATION TECHNOLOGY	999998	PROGRESS SOFTWARE (TELER	TELERIK DEVELOPMENT TOOLS - GIS	1,194.61
INFORMATION TECHNOLOGY	10459	PROCARD, PAYFLOW/PAYPAL	MONTHLY CREDIT CARD PROCESSING FEES	581.65
INFORMATION TECHNOLOGY	3292	BEST BUY	256GB FLASH DRIVE - IT	27.16
INFORMATION TECHNOLOGY	4169	INTEGO	SNAGIT SUBSCRIPTION RENEWAL	12.84
INFORMATION TECHNOLOGY	39	BRIDGEPAY NETWORK SOLUTIONS	MONTHLY CREDIT CARD PROCESSING FEES	75.50
INFORMATION TECHNOLOGY	999998	DNH*GODADDY.COM	KENNEWICKRECREATION.COM DOMAIN RENEWAL - 2 YEARS	48.20
INFORMATION TECHNOLOGY	999998	BLUEBEAM INC.	BLUEBEAM REVU RENEWAL	4,578.44
INFORMATION TECHNOLOGY	3717	AMAZON.COM	RECEIPT PRINTER INK - IT TESTING	50.99
INFORMATION TECHNOLOGY	3717	AMAZON.COM	LAPTOP BACKPACK - IT	34.29
INFORMATION TECHNOLOGY	3717	AMAZON.COM	IPHONE SCREEN PROTECTORS	5.44
INFORMATION TECHNOLOGY	3717	AMAZON.COM	(2) 48 PACK AA BATTERIES - IT/BIPIN	28.75
INFORMATION TECHNOLOGY	999998	DNH*GODADDY#3628726837	KENNEWICKRECREATION.COM DOMAIN NAME RENEWAL - 2 YEARS	48.20
INFORMATION TECHNOLOGY	3242	ALASKA AIRLINES	AARON LOWE - ESRI DEVELOPERS SUMMIT - BAGGAGE FEE	35.00
INFORMATION TECHNOLOGY	999998	RENAISSANCE PALM SPRIN	AARON LOWE - ESRI DEVELOPERS SUMMIT - HOTEL	1,159.44
INFORMATION TECHNOLOGY	3242	ALASKA AIRLINES	AARON LOWE - ESRI DEVELOPERS SUMMIT - BAGGAGE FE	35.00

City of Kennewick
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FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
INFORMATION TECHNOLOGY	999998	PCI L805 PASCO TRI CITIES	AARON LOWE - ESRI DEVELOPERS SUMMIT - AIRPORT PARKING FEE	84.00
			Information Technology Subtotal:	\$7,999.51
PLANNING	3700	OFFICE DEPOT INC	J. LARIS: LOGITECH WIRELESS MOUSE AND KEYBOARD	84.07
PLANNING	172	THE TRI-CITY HERALD	A. MUAI: 2025 TRI-CITY HERALD SUBSCRIPTION FEE	564.93
			Planning Subtotal:	\$649.00
KPD-ADMINISTRATION	7070	PROCARD, SQUARE INC	BREAKFAST DONUTS FOR SERGEANT TESTING	36.00
KPD-ADMINISTRATION	999998	IN *R AND C SWANBY LLC	SERGEANT PROMOTIONAL TEST ASSESSORS LUNCH	366.86
KPD-ADMINISTRATION	1211	FRED MEYER	SNACKS FOR SERGEANTS PROMOTIONAL TEST ASSESSORS	27.81
KPD-ADMINISTRATION	999998	WP*ADMIN PRO NETWORK	ADMIN CONFERENCE REGISTRATION FEE	164.00
KPD-ADMINISTRATION	999998	MICROSOFT-G082702681	SUBSCRIPTION	5.44
KPD-ADMINISTRATION	2432	CHARTER COMMUNICATIONS	BASIC CABLE SERVICE	559.48
			KPD-Administration Subtotal:	\$1,159.59
KPD-CRIMINAL INVESTIGATION	999998	DOMINO'S 7168	FOOD FOR DETECTIVES WHO HAD BEEN WORKING ALL DAY ON APPREHENDING SUSPECT	41.45
KPD-CRIMINAL INVESTIGATION	999998	TST*PICANTE MEXICAN TAQU	DINNER FOR A DETECTIVE WHO STAYED LATE ON ARREST OF SEXAUL ASSUALT SUSPECT	16.31
KPD-CRIMINAL INVESTIGATION	999998	RESCUE ESSENTIALS	TRAINING WALTERS	729.00
KPD-CRIMINAL INVESTIGATION	999998	KENNEWICK RANCH AND HOME	NIBIN AMMO	39.11
KPD-CRIMINAL INVESTIGATION	999998	7 CEDARS HOTEL	OVERNIGHT HOTEL FOR SGT KELLY FOR DETECTIVE INTERVIEW OF A VICTIM WHO LIVES NEARBY	165.23
KPD-CRIMINAL INVESTIGATION	999998	7 CEDARS HOTEL	OVERNIGHT HOTEL FOR DET SAFRANEK FOR A VICTIM WHO LIVES NEARBY	165.23
KPD-CRIMINAL INVESTIGATION	9870	WASHINGTON DEPARTMENT OF FISH, AND WILDLIFE	CHARGE FOR USING FERRY	18.65
KPD-CRIMINAL INVESTIGATION	999998	MYQRCODE.COM	QR CODE GENERATOR SUBSCRIPTION TO ADD QR CODES TO PRESENTATION SLIDES	228.00
KPD-CRIMINAL INVESTIGATION	999998	INTERNATIONAL TRANSACTION	RELATED TO MYQRCODE SUBSCRIPTION	3.42
KPD-CRIMINAL INVESTIGATION	3717	AMAZON.COM	FLASH DRIVES & HARD DRIVES FOR DIGITAL FORENSIC UNIT	299.40
KPD-CRIMINAL INVESTIGATION	999998	HILTON ANAHEIM	HILTON ANAHEIM RECEIPT FROM IACP CONFERENCE	614.02
KPD-CRIMINAL INVESTIGATION	2432	CHARTER COMMUNICATIONS	ICAC LAB INTERNET SERVICE	259.99
KPD-CRIMINAL INVESTIGATION	7458	PROCARD, WASHINGTON	FIREARM FORFEITURE FILING FEE - 24-62121	87.15
KPD-CRIMINAL INVESTIGATION	10459	PROCARD, PAYFLOW/PAYPAL	ANNUAL MEMBERSHIP FEE - M SELLARS	65.00
			KPD-Criminal Investigation Subtotal:	\$2,731.96
KPD-PATROL	3717	AMAZON.COM	(2) BROTHER POCKETJET THERMAL PRINTERS - KPD	908.74
KPD-PATROL	1775	GRAINGER	ROAD FLARES	293.55
KPD-PATROL	999998	PSI EXAMS	GOULET DRONE LICENSE EXAM	175.00
KPD-PATROL	999998	CHEWY.COM	K9 DOG FOOD	172.08
			KPD-Patrol Subtotal:	\$1,549.37

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FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
KPD-STAFF SERVICES	999998	MOBILO CARD	COMMANDER MERKL E-BUSINESS CARD	71.50
KPD-STAFF SERVICES	5727	COSTCO ANYWHERE CITI VISA	NEW RECRUITING TV	293.48
KPD-STAFF SERVICES	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	RECRUITING TV STAND	46.73
KPD-STAFF SERVICES	999998	CDW GOVT #KPDRECORDS L	ADOBE ACROBAT PRO SUBSCRIPTION - KPD RECORDS	18.83
KPD-STAFF SERVICES	191	LEIRA	DEBRA DENKE LEIRA MEMBERSHIP	50.00
KPD-STAFF SERVICES	999998	GALLS	NEW EMPLOYEE UNIFORM BOOTS, BODEY AND DAVIS	178.12
KPD-STAFF SERVICES	3717	AMAZON.COM	OFFICE SUPPLIES	28.66
KPD-Staff Services Subtotal:				\$687.32
KPD-SPECIAL SERVICES	999998	THE COEUR DALENE	BRAKEBILL TRAVEL, ACCIDENTALLY CHARGED PCARD, ONE NIGHT HOTEL, FIRST NIGHT WAS ALREADY PAID	132.80
KPD-SPECIAL SERVICES	999998	THE COEUR DALENE	BRAKEBILL TRAVEL PARKING ACCIDENTALLY CHARGED PCARD	44.00
KPD-SPECIAL SERVICES	945	TRI CITY CLEANERS	IDE CLASS A CLEANING/SEVERSON BIOHAZARD CLEANING	34.24
KPD-SPECIAL SERVICES	4938	MIDWAY USA ONLINE	GUN BOXES	101.03
KPD-SPECIAL SERVICES	3717	AMAZON.COM	NEW HIRE CLASS A BELTS	199.96
KPD-SPECIAL SERVICES	999998	SQ *NATIONAL TACTICAL OFF	TAYLOR CHEMICAL AGENT INSTRUCTOR	99.00
KPD-SPECIAL SERVICES	999998	SQ *NATIONAL TACTICAL OFF	TAYLOR NFDD INSTRUCTOR	99.00
KPD-SPECIAL SERVICES	999998	NORTH AMERICAN RESCUE LL	TOURNIQUETS	522.07
KPD-SPECIAL SERVICES	3717	AMAZON.COM	NEW HIRE FLASHLIGHTS	446.40
KPD-SPECIAL SERVICES	999998	WPSG, INC.	NEW HIRE EQUIPEMENT	462.88
KPD-SPECIAL SERVICES	999998	GALLS	NEW HIRE EQUIPMENT	395.11
KPD-SPECIAL SERVICES	5277	L A POLICE GEAR INC	NEW HIRE EQUIPMENT	221.27
KPD-SPECIAL SERVICES	999998	TRI CITY CLEANERS INC	BIOHAZARD CLEANING MARKLEY AND WITHAM	40.76
KPD-SPECIAL SERVICES	8623	ACE SALES & SERVICE INC	PORTABLE TOILET - SHOOTING RANGE	79.50
KPD-Special Services Subtotal:				\$2,878.02
FIRE ADMINISTRATION	999998	WWW COSTCO COM	BLENDER FOR STATION 5	40.75
FIRE ADMINISTRATION	999998	WALKERS FURNITURE 104	RECLINER FOR STATION 4	516.30
FIRE ADMINISTRATION	999998	SP FRESHWATERSYSTEMS	ANNUAL MAINTENANCE RO WATER FILTER	218.00
FIRE ADMINISTRATION	221	DISCOUNT VAC AND SEW	VACUUM BAGS FOR STATION 3	8.15
FIRE ADMINISTRATION	3717	AMAZON.COM	STATION SUPPLIES	24.13
FIRE ADMINISTRATION	3717	AMAZON.COM	CLEANING SUPPLIES STATIONS	34.23
FIRE ADMINISTRATION	999998	WALMART.COM	BLACK CERTIFICATE FRAMES (18-PK)	56.51
FIRE ADMINISTRATION	999998	THE MEDALCRAFT MINT INC	YEARS OF SERVICE COINS	2,272.48
FIRE ADMINISTRATION	3717	AMAZON.COM	PHONE WALL MOUNT - STATION 64	23.37
FIRE ADMINISTRATION	3717	AMAZON.COM	STORAGE BAGS FOR STATION SUPPLIES/EMS	22.71
Fire Administration Subtotal:				\$3,216.63
FIRE SUPPRESSION	999998	CLEARWATER CLEANERS	UNIFORM ALTERATIONS AND REPAIR FOR NEW HIRES JAN 2025	12.70

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FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
FIRE SUPPRESSION	999998	SP H6 TACTICAL INC	ADDITIONAL RADIO STRAPS	338.27
FIRE SUPPRESSION	8607	PROCARD, NUSHOE	BOOT REFURB FOR VANHORN	30.00
FIRE SUPPRESSION	999998	TRI CITY CLEANERS INC	CLASS CLEANING REPAIR MARCEAU	11.41
FIRE SUPPRESSION	999998	TRI CITY CLEANERS INC	CLASS A CLEAR REPAIR BARCLAY	7.99
FIRE SUPPRESSION	999998	TRI CITY CLEANERS INC	MARCEAU UNIFORM CLEANING	3.12
FIRE SUPPRESSION	999998	HARBOR FREIGHT TOOLS3048	TOOL KITS FOR LOGISTICS DEPT.	71.72
FIRE SUPPRESSION	3717	AMAZON.COM	LIQUID SMOKE FOR TRAINING	271.73
FIRE SUPPRESSION	999998	KENNEWICK RANCH AND HOME	HARDWARE FOR HELMET REPAIR	5.08
FIRE SUPPRESSION	999998	SP NORTH STAR SPORTS	WILDLAND GEAR BAGS	170.36
FIRE SUPPRESSION	999998	TRI CITY CLEANERS INC	SEWING FOR LOVE UNIFORMS	7.34
FIRE SUPPRESSION	999998	COAXSHER* WWW.COAXSHER	WILDLAND FIRE PACKS NEW HIRES	352.14
FIRE SUPPRESSION	3717	AMAZON.COM	DUFFLE BAGS FOR WILDLAND SHELTERS ON VEHICLES	293.28
FIRE SUPPRESSION	3717	AMAZON.COM	MESH BAGS TO LAUNDER ROPES	19.32
FIRE SUPPRESSION	3717	AMAZON.COM	MESH BAGS TO LAUNDER PPE	38.76
FIRE SUPPRESSION	999998	KENNEWICK RANCH AND HOME	SHOE LACES FOR DUTY BOOTS	10.42
FIRE SUPPRESSION	3717	AMAZON.COM	GOGGLE PROTECTORS	107.40
FIRE SUPPRESSION	3717	AMAZON.COM	LEATHER WORK GLOVES	106.99
FIRE SUPPRESSION	3717	AMAZON.COM	TOOLS SUPPLIES FOR APPARATUS	534.08
FIRE SUPPRESSION	999998	FIRE PROTECTION PUB	CREDIT- RETURNED 5 OF 6 TEXTBOOKS	(461.98)
FIRE SUPPRESSION	999998	VMO*VIMEO.COM	VIMEO SUBSCRIPTION RENEWAL	277.18
FIRE SUPPRESSION	3717	AMAZON.COM	HP LASERJET PRINTER - DAVID WEIBEL	444.58
Fire Suppression Subtotal:				\$2,651.89
FIRE PREVENTION/INVESTIGATION	2591	ICC - INTERNATIONAL CODE, COUNCIL. INC.	ICC FIRE INSPECTOR 1 CERTIFICATION TEST	305.00
Fire Prevention/Investigation Subtotal:				\$305.00
ENGINEERING	999998	DOL - PROFESSIONAL LICEN	WA DOL PE LICENSE RENEWAL - H MELLOTT	128.00
ENGINEERING	3717	AMAZON.COM	AMAZON \$88.30 OFFICE SUPPLIES	88.30
ENGINEERING	5953	KUKER-RANKEN, INC.	KUKER-RANKEN - \$59.60 SELF LOCK POWER TAPE	59.60
ENGINEERING	3717	AMAZON.COM	GLASS CLEANER & WINDEX WIPES FOR SCANNER - ENGINEERING	38.98
Engineering Subtotal:				\$314.88
001 - GENERAL FUND Total:				\$42,442.65
102 - STREET FUND				
FUND ACTIVITY	999998	HARBOR FREIGHT TOOLS3048	HARBOR FREIGHT - \$217.27 TOOLS ETC	217.27
FUND ACTIVITY	999998	HARBOR FREIGHT TOOLS3048	HARBOR FREIGHT \$49.96 TOOL MISC	49.96
FUND ACTIVITY	999998	CARHARTT COMPANY GEAR	OE UNIFORM FOR HAYDEN DOCKEN	38.03
FUND ACTIVITY	999998	CARHARTT COMPANY GEAR	OE UNIFORM HAYDEN DOCKEN	152.17
Fund Activity Subtotal:				\$457.43

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FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
TRAFFIC	5039	IMSA	IMSA CERTIFICATION RENEWAL FEE FOR BRENNAN LOUNSBURY	80.00
Traffic Subtotal:				\$80.00
102 - STREET FUND Total:				\$537.43
106 - BI-PIN OPERATIONS FUND				
FUND ACTIVITY	3717	AMAZON.COM	(2) 48 PACK AA BATTERIES - IT/BIPIN	28.75
Fund Activity Subtotal:				\$28.75
106 - BI-PIN OPERATIONS FUND Total:				\$28.75
117 - CRIMINAL JUSTICE SALES TAX FND				
CITY ATTORNEY	3717	AMAZON.COM	OFFICE SUPPLIES - DIGITAL RECORDER	12.77
City Attorney Subtotal:				\$12.77
KPD-PATROL	2432	CHARTER COMMUNICATIONS	REDUNDANT INTERNET CONNECTION	580.00
KPD-Patrol Subtotal:				\$580.00
117 - CRIMINAL JUSTICE SALES TAX FND Total:				\$592.77
300 - CAPITAL IMPROVEMENTS FUND				
LAND & FACILITIES	10004	STITES, AARON W	COK BUILDING PERMITS - PARKS DEPT	623.00
LAND & FACILITIES	3717	AMAZON.COM	WATERLINK	1,084.60
LAND & FACILITIES	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	CANOPY AND SHELTER	913.08
Land & Facilities Subtotal:				\$2,620.68
CAPITAL PURCHASES	1566	TYLER TECHNOLOGIES INC	TYLER CONF REGISTRATION - E. CASTRO	1,199.00
CAPITAL PURCHASES	1566	TYLER TECHNOLOGIES INC	TYLER CONF REGISTRATION - J. PLATT	1,199.00
Capital Purchases Subtotal:				\$2,398.00
300 - CAPITAL IMPROVEMENTS FUND Total:				\$5,018.68
402 - MEDICAL SERVICES FUND				
FUND ACTIVITY	3717	AMAZON.COM	STORAGE BAGS FOR STATION SUPPLIES/EMS	68.13
FUND ACTIVITY	999998	COLUMBIA BASIN CYBER	PEAC AND ACLS JESSOME	609.00
FUND ACTIVITY	999998	COLUMBIA BASIN CYBER	PEAC AND ACLS DABLING	609.00
FUND ACTIVITY	3717	AMAZON.COM	PHONE WALL MOUNT - STATION 64	23.37
FUND ACTIVITY	999998	WWW COSTCO COM	BLENDER FOR STATION 5	40.75
FUND ACTIVITY	999998	WALKERS FURNITURE 104	RECLINER FOR STATION 4	516.30
FUND ACTIVITY	999998	CLEARWATER CLEANERS	UNIFORM ALTERATIONS AND REPAIR FOR NEW HIRES JAN 2025	71.96
FUND ACTIVITY	999998	SP H6 TACTICAL INC	ADDITIONAL RADIO STRAPS	507.41
FUND ACTIVITY	999998	TRI CITY CLEANERS INC	CLASS CLEANING REPAIR MARCEAU	64.68
FUND ACTIVITY	999998	TRI CITY CLEANERS INC	CLASS A CLEAR REPAIR BARCLAY	45.27
FUND ACTIVITY	999998	TRI CITY CLEANERS INC	MARCEAU UNIFORM CLEANING	17.70

City of Kennewick

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FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
FUND ACTIVITY	999998	SP FRESHWATERSYSTEMS	ANNUAL MAINTENANCE RO WATER FILTER	217.99
FUND ACTIVITY	221	DISCOUNT VAC AND SEW	VACUUM BAGS FOR STATION 3	8.14
FUND ACTIVITY	999998	KENNEWICK RANCH AND HOME	HARDWARE FOR HELMET REPAIR	7.61
FUND ACTIVITY	999998	SP NORTH STAR SPORTS	WILDLAND GEAR BAGS	255.54
FUND ACTIVITY	999998	TRI CITY CLEANERS INC	SEWING FOR LOVE UNIFORMS	41.58
FUND ACTIVITY	999998	COAXSHER* WWW.COAXSHER	WILDLAND FIRE PACKS NEW HIRES	528.20
FUND ACTIVITY	3717	AMAZON.COM	STATION SUPPLIES	24.13
FUND ACTIVITY	999998	KENNEWICK RANCH AND HOME	SHOE LACES FOR DUTY BOOTS	59.06
FUND ACTIVITY	3717	AMAZON.COM	GOGGLE PROTECTORS	161.10
FUND ACTIVITY	3717	AMAZON.COM	CLEANING SUPPLIES STATIONS	34.22
FUND ACTIVITY	3717	AMAZON.COM	LEATHER WORK GLOVES	160.49
FUND ACTIVITY	8607	PROCARD, NUSHOE	BOOT REFURB FOR VANHORN	170.00
Fund Activity Subtotal:				\$4,241.63
402 - MEDICAL SERVICES FUND Total:				\$4,241.63
403 - BUILDING SAFETY FUND				
FUND ACTIVITY	2591	ICC - INTERNATIONAL CODE, COUNCIL. INC.	J. GINDER: ICC 2-5 RENEWALS	110.00
FUND ACTIVITY	999998	HAMPTON INNS	L. MEDINA: HAMPTON INN LYNNWOOD	570.52
FUND ACTIVITY	2591	ICC - INTERNATIONAL CODE, COUNCIL. INC.	L. MEDINA: ICC PLAN REVIEW SKILLS	32.61
FUND ACTIVITY	999998	WABO	WABO CERTIFICATE REGISTRATION - E. LYONS	290.00
FUND ACTIVITY	999998	HAMPTON INNS	WABO CONFERENCE HOTEL - E. LYONS	427.89
FUND ACTIVITY	2591	ICC - INTERNATIONAL CODE, COUNCIL. INC.	ICC SAFE PERMIT TECH CLASS - J. RAMOS	69.00
FUND ACTIVITY	999998	INTERNATIONAL TRANSACTION	ICC CERTIFICATION FOREX FEE - E. LYONS	1.50
FUND ACTIVITY	999998	1051667-ICC	ICC CERTIFICATION - E. LYONS	100.00
FUND ACTIVITY	2591	ICC - INTERNATIONAL CODE, COUNCIL. INC.	ICC SAFE EXAM - E. LYONS	480.00
Fund Activity Subtotal:				\$2,081.52
403 - BUILDING SAFETY FUND Total:				\$2,081.52
405 - STORMWATER UTILITY FUND				
FUND ACTIVITY	999998	CARHARTT COMPANY GEAR	OE CLOTHING JUSTIN CROSBY CARHARTT	108.69
FUND ACTIVITY	999998	WALKERSGAMEEAR.COM	WALKERS GAME GEAR - \$56.50	56.50
Fund Activity Subtotal:				\$165.19
405 - STORMWATER UTILITY FUND Total:				\$165.19
410 - WATER AND SEWER FUND				
FUND ACTIVITY	999998	CARHARTT COMPANY GEAR	OE CLOTHING JOE WENZEL CARHARTT	97.81
FUND ACTIVITY	999998	CARHARTT COMPANY GEAR	OE CLOTHING BRYAN BENTRUP CARHARTT	86.94
FUND ACTIVITY	999998	HARBOR FREIGHT TOOLS3048	HARBOR FREIGHT - \$38.78 TOOLS MISC	38.78
FUND ACTIVITY	3717	AMAZON.COM	TV VAN & SHOP SUPPLIES - WASTEWATER	53.81

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FUND/DIVISION	VENDOR #	VENDOR NAME	DESCRIPTION	AMOUNT
FUND ACTIVITY	999998	BERNTSEN INTERNATIONAL	12 QTY. FIBERGLASS ROAD MARKERS & WARNING DECALS - WWTP	607.39
FUND ACTIVITY	999998	NORTHWEST BIOSOLIDS	INTRO TO MICROPLASTICS WEBINAR REGISTRATION - JEREMY LUSTIG	15.00
FUND ACTIVITY	3717	AMAZON.COM	FLASHLIGHT - WW COLLECTIONS	183.71
FUND ACTIVITY	3717	AMAZON.COM	FLASHLIGHT - WWTP	183.71
FUND ACTIVITY	999998	STAKING UNIVERSITY	STAKING UNIVERSITY PORTLAND LOCATING CLASS REGISTRATION - TY DOTY	850.00
FUND ACTIVITY	999998	WSDOT-GOODTOGO ONLINE	TOLL FEES FOR ROSIE RUNYON TRAVEL IN FEBRUARY 2025	8.20
FUND ACTIVITY	999998	TRITON (FKA SHAMROCK)	ROOT CUTTER SAW FOR VAC TRUCK - WWTP	661.59
FUND ACTIVITY	3717	AMAZON.COM	75 FT. ELECTRICAL CORD & GARDEN HOSE HANGER - WWTP	68.94
FUND ACTIVITY	999998	CARHARTT COMPANY GEAR	OE UNIFORM FOR GREG MENDOZA	304.32
FUND ACTIVITY	999998	CARHARTT COMPANY GEAR	OE UNIFORM FOR EDGAR DIAZ 1ST HALF COMP	347.77
FUND ACTIVITY	7237	GOTPRINT.COM	BUSINESS CARDS FOR TY DOTY	38.13
Fund Activity Subtotal:				\$3,546.10
410 - WATER AND SEWER FUND Total:				\$3,546.10
501 - EQUIPMENT RENTAL FUND				
FUND ACTIVITY	999998	FRIDAYPARTS	PUMP VEH 4100	247.24
FUND ACTIVITY	999998	NORTHWESTRV	GAUGE VEH 0229	74.86
FUND ACTIVITY	3717	AMAZON.COM	REPLACEMENT REFRIGERATOR VEH 2002	1,271.42
FUND ACTIVITY	3717	AMAZON.COM	HOUR METER VEH 5312	70.63
FUND ACTIVITY	999998	HELM-FORD DIAG SOFTWARE	FORD DIAGNOSTIC SOFTWARE FOR FLEET	978.30
FUND ACTIVITY	5557	APPLIED CONCEPTS INC	RADAR MOUNT VEH 7505	132.56
FUND ACTIVITY	2435	WA STATE SECRETARY OF STATE	DMV REPORT OF SALE FOR V6203	13.65
Fund Activity Subtotal:				\$2,788.66
501 - EQUIPMENT RENTAL FUND Total:				\$2,788.66
642 - METRO DRUG FORFEITURE FUND				
FUND ACTIVITY	3717	AMAZON.COM	OFFICE SUPPLIES(PENS)	85.21
FUND ACTIVITY	999998	SURE-TEL	RINGROUTE SERVICE	20.00
FUND ACTIVITY	999998	USPS PO 5471400352	POSTAGE EXPENSE(TF25-010-2)	10.41
Fund Activity Subtotal:				\$115.62
642 - METRO DRUG FORFEITURE FUND Total:				\$115.62
Grand Total:				\$61,559.00

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3/1/2025 to 3/31/2025



I, Jessica Platt, 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.

A handwritten signature in black ink that reads "Jessica Platt". The signature is written in a cursive style and is positioned above a horizontal line.

Jessica Platt, Finance Director

Council Agenda Coversheet	Item Number: 4.d. Date: 5/20/2025 Item Type: General Business Item	Category: Consent Agenda
	Subject: Payroll Roster: For the Pay Period Ending 04/30/2025 Department: Finance	
<u>Recommendation</u> Staff recommends that Council approve the payroll roster as presented. <u>Motion for Consideration</u> Motion to approve the payroll roster for the pay period ending 04/30/2025. <u>Summary</u> None. <u>Alternatives</u> None. <u>Fiscal Impact</u> 04/30/2025 Total: \$2,932,099.95		
<u>Attachments:</u> 1. Roster		

Payroll Roster for Pay Period Ending 04/30/2025

All Departments:

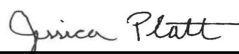
City Attorney	32,802.50
City Council	5,137.50
City Manager	10,120.84
Civil Service	2,032.28
Community Planning	22,171.15
Economic Development	7,836.50
Engineering	62,915.17
Finance	67,276.53
Fire	136,918.31
Human Resources	20,962.91
Management Services	116,616.94
Non-Departmental	3,860.96
Parks, Recreation & Facilities	149,637.56
Police	514,549.11
Subtotal - General Fund	1,152,838.26
BI-PIN	15,519.25
Building Safety	55,078.70
Community Development	3,641.00
Criminal Justice	109,462.01
Equipment Rental	14,756.99
Medical Services	496,124.81
Risk Management	648.57
Stormwater	29,129.96
Street	43,287.86
Water & Sewer	173,816.67
Subtotal - Other Funds	941,465.82
Total Salaries and Wages	2,094,304.08

Benefits

Dental Insurance	23,800.60
DRS Retirement	144,915.34
Employee Assistance Program	27.88
Medical Expense Reimbursement Plan	3,375.00
Medical Insurance	373,730.12
Medicare	29,890.42
MissionSquare Deferred Compensation	91,905.97
Social Security (OASDI)	92,532.58
Vision Insurance	3,582.96
WA Paid Family & Medical Leave	5,313.55
Worker's Compensation Insurance	68,721.45
Total Benefits	837,795.87
Grand Total	\$2,932,099.95

I, Jessica Platt, Finance Director, at the direction of the Council, do hereby certify that the Payroll hereinabove specified is approved for payment in the amount of \$2,932,099.95 comprised of check numbers 77947 through 77961 and direct deposit numbers 235078 through 235542.

Approved for payment:



Jessica Platt, Finance Director

Council Agenda Coversheet	Item Number: 4.e. Date: 5/20/2025 Item Type: Contract/Agreement/Lease	Category: Consent Agenda
	Subject: Franchise: Assignment and Change in Control Between USCelluar and T-Mobile for an Existing Franchise Agreement Department: Public Works	
<u>Recommendation</u> Staff recommends council authorize the Mayor to sign the Assignment and Change in Control Transaction Notice with USCOC of Richland Inc, in accordance with the terms of the franchise agreement. <u>Motion for Consideration</u> Motion to authorize the Mayor to sign the Assignment and Change in Control Transaction Notice with USCOC of Richland Inc, in accordance with the terms of the franchise agreement. <u>Summary</u> The City has an existing franchise agreement with USCOC of Richland, Inc. (USCellular) and has received a formal request from USCOC to an assignment and change in control of the franchise agreement T-Mobile, Inc. Per the terms of the franchise agreement, the City's consent is required for this transfer. By approving this item, the Council authorizes the Mayor to sign the attached notice and return the consent document on behalf of the City of Kennewick. This is being requested by USCellular as part of an internal reorganization in which T-Mobile will assume obligations under the original franchise agreement. <u>Alternatives</u> No alternative have been identified. <u>Fiscal Impact</u> None.		
<u>Attachments:</u> 1. USCellular Transaction Notice		



April 2, 2025

**CERTIFIED MAIL/
RETURN RECEIPT REQUESTED**

City of Kennewick
Attn: Cary M. Roe, PE, Public Works Director
1010 E. Chemical Drive
PO Box 6108
Kennewick, WA 99336-0108

Re: Transaction Notice

Dear Sir/Madam:

This notice is being delivered on behalf of United States Cellular Corporation and its subsidiaries (collectively, "UScellular").

With respect to the Master Agreement dated X by and between City of Kennewick ("you") and USCOC of Richland, Inc. (as may have been amended from time to time, and including, as applicable, all letter or sub-agreements, exhibits, schedules, appendices, term sheets, statements of work, and work orders related thereto, collectively the "Agreement"), we hereby notify you that (1) as part of an internal reorganization, the Agreement may be assigned to another UScellular entity, which will assume all obligations under the Agreement: USCC Wireless Holdings, LLC located at the same address and telephone number listed below (the "Assignment; and, (2) should the Transaction (defined below) be consummated, such entity will be controlled by T-Mobile US, Inc. ("T-Mobile") (item (2), the "Change in Control").

"Transaction" refers to the sale of UScellular's wireless operations and select spectrum assets to T-Mobile, as announced by the companies on May 28, 2024. UScellular expects the Transaction to close in mid-2025, subject to receipt of regulatory approvals and the satisfaction of customary closing conditions.

In accordance with the Agreement, we respectfully request that you consent to the Assignment and Change in Control by returning this document, countersigned by an authorized representative of your company and delivered by certified mail, on or before May 1, 2025 to the address specified below my signature line, along with a courtesy PDF copy to: USCCcontracts@uscellular.com. By consenting to the Assignment and Change in Control, you agree to waive any claims against UScellular in connection therewith as well as any right to additional documentation, and to release UScellular and its affiliates (other than USCC Wireless Holdings, LLC) from their obligations and liabilities existing or arising under the Agreement,



April 2, 2025

Page 2

including as a guarantor, as of the consummation of the Transaction, and agree that the Agreement will remain in full force and effect immediately after the completion of the Agreement on the same terms and conditions as existed immediately prior to the Assignment.

Please note that by delivering this letter, UScellular does not hereby admit that such consent, notice or waiver, as applicable, is required under the terms of the Agreement. In addition, you agree to treat the contents of this letter as confidential.

Thank you for your attention to and consideration of this request.

Sincerely yours,

By: Adriana Rios Welton

Adriana Rios Welton
General Counsel and
Chief of Government Affairs

United States Cellular Corporation
8410 West Bryn Mawr Avenue
Chicago, IL 60631
(888) 944-9400

Additional Notice:

N/A

CW2762793

City of Kennewick

By: _____

Name: _____

Title: _____

Dated: _____

Council Agenda Coversheet	Item Number: 4.f.	Date: 5/20/2025	Category: Consent Agenda
	Item Type:	Contract/Agreement/Lease	
	Subject:	Contract Award: Steptoe & Arrowhead Signal Project	
	Department:	Public Works	
	Project #:	P2112-25	
<u>Recommendation</u>			
Staff recommends awarding Contract P2112-25 Steptoe & Arrowhead Signal Project to ESF Development LLC in the amount of \$514,558.00 plus a 10% contingency amount of \$51,455.80, for a total amount of \$566,013.80 and authorize the City Manager to execute the contract.			
<u>Motion for Consideration</u>			
Motion to award Contract P2112-25 Steptoe & Arrowhead Signal Project to ESF Development LLC in the amount of \$514,558.00 plus a 10% contingency amount of \$51,455.80, for a total amount of \$566,013.80 and authorize the City Manager to execute the contract.			
<u>Summary</u>			
Two bids were received on May 6, 2025, at 10:00 a.m.:			
ESF Development LLC \$514,558.00		Engineer's Estimate	\$458,120.00
Ellison Earthworks LLC \$544,515.25			
This project involves construction of a new traffic signal at the existing intersection of N. Steptoe St. and W. Arrowhead Ave., converting it from a two-way stop to a four-way signalized intersection. Construction also entails additional channelization on N. Steptoe St. and new channelization on W. Arrowhead Ave. The project will also include re-construction of sidewalks and pedestrian ramps on all legs. The majority of the signal equipment with long-lead items has been pre-purchased by the City for this contract work.			
State law requires that contracts are awarded to a responsible bidder with the lowest responsive bid. The bids were reviewed and determined to be responsive. Staff recommends awarding this project to ESF Development LLC, who was determined to be a responsive bidder with the lowest responsive bid.			
<u>Alternatives</u>			
No alternatives are recommended.			
<u>Fiscal Impact</u>			
This contract will be paid using carryforward \$364,992 and 2025/2026 budgeted \$201,021.00			
UAB Fund (P7595640.563153):			\$566,013
<u>Attachments:</u>			
1. Map			

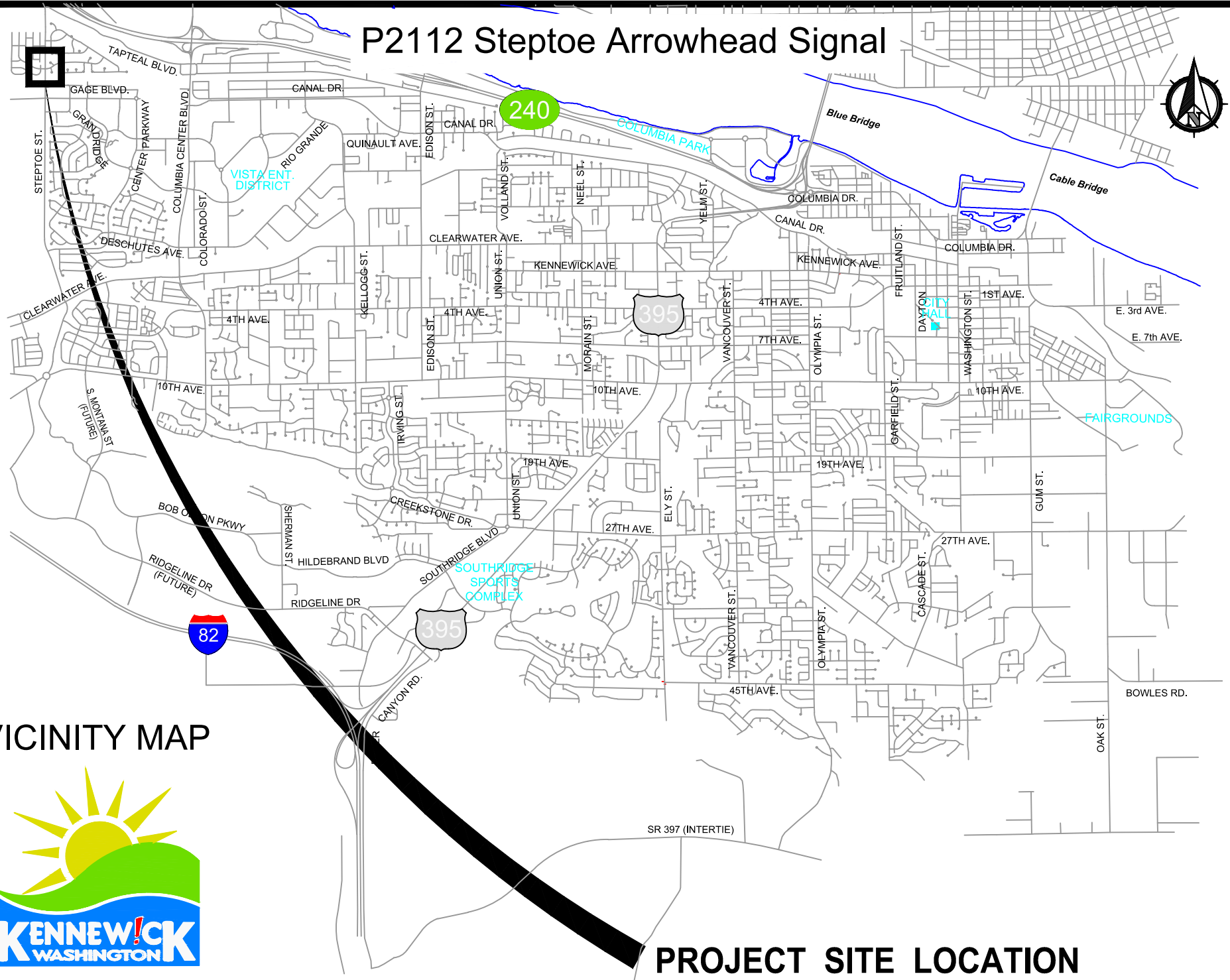
P2112 Steptoe Arrowhead Signal



VICINITY MAP



PROJECT SITE LOCATION



Council Agenda Coversheet	Item Number: 4.g.	Date: 5/20/2025	Category: Consent Agenda
	Item Type:	Contract/Agreement/Lease	
	Subject:	Contract Award: 32nd & Ione Lift Station Project	
	Department:	Public Works	
	Project #:	P2408	
<u>Recommendation</u>			
Staff recommends awarding Contract P2408-25, 32nd & Ione Lift Station Project to C&E Trenching in the amount of \$574,953.60 plus a 10% contingency amount of \$57,495.36, for a total amount of \$632,448.96 and authorize the City Manager to execute the contract.			
<u>Motion for Consideration</u>			
Motion to award Contract P2408-25, 32nd & Ione Lift Station Project to C&E Trenching in the amount of \$574,953.60 plus a 10% contingency amount of \$57,495.36, for a total amount of \$632,448.96 and authorize the City Manager to execute the contract.			
<u>Summary</u>			
Three bids were received on May 13, 2025, at 10:00 a.m.:			
C&E Trenching, LLC		\$574,953.60	Engineer's Estimate \$593,242.88
DDB, LLC		\$607,930.88	
Vincent Brothers, LLC		\$666,448.96	
This project consists of upgrades to the existing sewer lift station located in front of 724 W 32 nd Ave. The existing lift station has been in service since the 1970's and is comprised of a lower wet well chamber and upper dry well chamber housing the suction lift pumps and control valves. The project scope of work includes installation of a new valve vault, refurbishing and coating the existing wet well structure, installation of 2 new submersible wet well pumps, electrical and control upgrades, and other civil site improvements.			
State law requires that contracts are awarded to a responsible bidder with the lowest responsive bid. The bids were reviewed and determined to be responsive. Staff recommends awarding this project to C&E Trenching, LLC, who was determined to be a responsive bidder with the lowest responsive bid.			
<u>Alternatives</u>			
No alternatives are recommended.			
<u>Fiscal Impact</u>			
Water and Sewer		\$632,448.96	
<u>Attachments:</u>			
1. Bid Tabulation			

				ENGINEER'S ESTIMATE		C&E TRENCHING, LLC		DDB, LLC		VINCENT BROTHERS, LLC	
ITEM	ITEM WITH UNIT PRICE BID	APPROX. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
	SCHEDULE A - BASE BID										
1	Mobilization (Includes Mobilizing, SPCC, TESC, etc.)	1	LS	\$ 40,000.00	\$ 40,000.00	\$ 36,500.00	\$ 36,500.00	\$ 30,000.00	\$ 30,000.00	\$ 123,000.00	\$ 123,000.00
2	Project Temporary Traffic Control	1	LS	\$ 6,000.00	\$ 6,000.00	\$ 15,000.00	\$ 15,000.00	\$ 6,000.00	\$ 6,000.00	\$ 17,000.00	\$ 17,000.00
3	Guard Rails	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 28,000.00	\$ 28,000.00	\$ 5,600.00	\$ 5,600.00
4	Temporary Bypass Pumping Operations	1	LS	\$ 30,000.00	\$ 30,000.00	\$ 20,000.00	\$ 20,000.00	\$ 48,000.00	\$ 48,000.00	\$ 39,000.00	\$ 39,000.00
5	Concrete Vaults	1	LS	\$ 70,000.00	\$ 70,000.00	\$ 85,000.00	\$ 85,000.00	\$ 41,000.00	\$ 41,000.00	\$ 68,000.00	\$ 68,000.00
6	Wet Well Improvements	1	LS	\$ 155,000.00	\$ 155,000.00	\$ 223,000.00	\$ 223,000.00	\$ 120,000.00	\$ 120,000.00	\$ 209,000.00	\$ 209,000.00
7	Site Restoration	1	LS	\$ 6,500.00	\$ 6,500.00	\$ 4,000.00	\$ 4,000.00	\$ 9,000.00	\$ 9,000.00	\$ 12,000.00	\$ 12,000.00
8	Crushed Surfacing Top Course	78	SY	\$ 75.00	\$ 5,850.00	\$ 50.00	\$ 3,900.00	\$ 50.00	\$ 3,900.00	\$ 35.00	\$ 2,730.00
9	Concrete Curbing	81	LF	\$ 110.00	\$ 8,910.00	\$ 50.00	\$ 4,050.00	\$ 60.00	\$ 4,860.00	\$ 15.00	\$ 1,215.00
10	Cap & Abandonment of Water Service Line	1	LS	\$ 7,500.00	\$ 7,500.00	\$ 2,000.00	\$ 2,000.00	\$ 7,000.00	\$ 7,000.00	\$ 8,900.00	\$ 8,900.00
11	Site Electrical & Controls	1	LS	\$ 50,000.00	\$ 50,000.00	\$ 71,000.00	\$ 71,000.00	\$ 109,000.00	\$ 109,000.00	\$ 65,000.00	\$ 65,000.00
12	Control Panel Replacement	1	LS	\$ 110,000.00	\$ 110,000.00	\$ 37,000.00	\$ 37,000.00	\$ 109,000.00	\$ 109,000.00	\$ 33,600.00	\$ 33,600.00
13	Road Grading	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 2,000.00	\$ 2,000.00	\$ 15,000.00	\$ 15,000.00	\$ 6,500.00	\$ 6,500.00
14	Trench Safety System	1	LS	\$ 4,500.00	\$ 4,500.00	\$ 1,000.00	\$ 1,000.00	\$ 5,000.00	\$ 5,000.00	\$ 1,500.00	\$ 1,500.00
15	Asphalt Paving	200	SY	\$ 130.00	\$ 26,000.00	\$ 45.00	\$ 9,000.00	\$ 90.00	\$ 18,000.00	\$ 72.50	\$ 14,500.00
16	O&M Manual and As-Built Drawings	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
	SCHEDULE A (BASE BID) SUB-TOTAL:				\$ 545,260.00		\$ 528,450.00		\$ 558,760.00		\$ 612,545.00
	8.8% SALES TAX:				\$ 47,982.88		\$ 46,503.60		\$ 49,170.88		\$ 53,903.96
	SCHEDULE A (BASE BID) TOTAL:				\$ 593,242.88		\$ 574,953.60		\$ 607,930.88		\$ 666,448.96

To the best of my ability, I hereby certify that this is a true and correct bid tabulation for Contract P2408-25 32nd & lone Lift Station. A bid analysis was completed for unbalanced bids.

Caleb Shannon

Caleb Shannon, PE
Utility Services Manager

Council Agenda Coversheet	Item Number: 4.h. Date: 5/20/2025 Item Type: General Business Item	Category: Consent Agenda
	Subject: Set Hearing Date: Six-Year Transportation Improvement Plan Department: Public Works	
<u>Recommendation</u> Staff recommends a public hearing be set for June 3, 2025, to consider adopting the Six-Year Transportation Improvement Plan (2026-2031). <u>Motion for Consideration</u> Motion to set the date of June 3, 2025, for a public hearing to adopt the Six-Year Transportation Improvement Plan (2026-2031). <u>Summary</u> By State law, the City Council is required annually to adopt the Six-Year Transportation Improvement Plan (TIP) before July 1. The new six year plan will cover the years 2026 through 2031. The plan is required to be constrained to transportation projects that are either funded, or likely to be funded within the period. The plan is further constrained to projects that are on the Federal classified routes (normally arterials and major collector streets). Only those projects programmed in the Six-Year TIP can be authorized by the Federal Highway Administration (FHWA) to utilize federal funds. Once projects are approved in the Six-Year TIP, the City may request federal fund authorization of a project that has been awarded Federal funds. <u>Alternatives</u> None recommended. <u>Fiscal Impact</u> None.		
<u>Attachments:</u> None		

Council Agenda Coversheet	Item Number: 4.i. Date: 5/20/2025 Item Type: General Business Item	Category: Consent Agenda
	Subject: Set Public Meeting Date: Annexation AZ-2025-0001, Strizhak Haven Ranch, LLC at 5215 S Washington Street Department: Community Planning Permit #: AZ-2025-0001	
<u>Recommendation</u> Staff recommends City Council set June 3, 2025, as the required initial public meeting for AZ-2025-0001. <u>Motion for Consideration</u> Motion to set the required public meeting for AZ-2025-0001 for June 3, 2025. <u>Summary</u> The City has received a Notice of Intent to Petition for Annexation from Knutzen Engineering for one, 30.67-acre parcel located at 5215 S Washington Street. RCW 35A.14.120 requires City Council to hold a public meeting with the petitioner to determine if the City will accept, reject, or geographically modify the proposed annexation boundary, whether it shall require the simultaneous adoption of a proposed zoning regulation, and whether it shall require the assumption of all or any portion of existing City indebtedness by the area to be annexed. <u>Alternatives</u> No alternatives are available; state statute requires the public meeting, which must be held within 60 days of receipt of a complete petition. <u>Fiscal Impact</u> None.		
<u>Attachments:</u> 1. Petition 2. Map 3. Applicant's Letter		



**CITY OF KENNEWICK
60% PETITION METHOD
ANNEXATION PROCESS SUMMARY**

The basic methods by which cities may now annex territory are: the new petition method and the “old” petition method. The new method of annexation in SSB5409 (now codified in RCW 35.13.410-.460 and RCW 35A.14.420-.450), requires support of property owners representing a majority of the area proposed for annexation and a majority of the voters in the area. The “old” petition method requires approval from owners of property representing a certain percentage of the assessed value of the proposed annexation area and is the most commonly used method.

THE SIXTY PERCENT PETITION ANNEXATION METHOD
(OLD PETITION METHOD)

The most frequently used method of annexing unincorporated territory is by petition of the owners of at least 60 percent of the property value in the area, computed according to the assessed valuation of the property for general taxation purposes.

The following outlines the steps and provides information that must be provided during the annexation process:

A. Initiation of the 60 Percent Petition Annexation (RCW 35A.14.120)

Prior to circulating a petition for annexation, the initiating party or parties (the owners of property representing not less than ten percent (10%) of the assessed value of the property for which annexation is sought) must give written notice to the City Council of their intention to commence annexation proceedings.

Written notice shall include the following items:

1. Cover letter;
2. 10% Petition;
3. Map of proposed annexation area; and
4. Legal description of proposed annexation area

B. Meeting with Initiators on the Annexation Proposal (RCW 35A.14.120)

The City Council is to set a date (not later than 60 days after the filing of the notice) for a meeting with the initiating parties to determine:

1. Whether the city will accept, reject, or geographically modify the proposed annexation;

2. Whether it will require the simultaneous adoption of a proposed zoning regulation, if such a proposal has been prepared and filed (as provided for in RCW 35A.14.330, and RCW 35A.14.340); and
3. Whether it will require the assumption of all or any portion of existing city indebtedness by the area to be annexed.

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

If the City Council accepts the annexation, an [application fee](#) is payable to the City at the time the petitions are submitted to Community Planning Department. By accepting the annexation, the Council is authorizing the petitions to be circulated. After the necessary petitions are returned, the Council must take a separate action to approve the annexation and adopt zoning for the properties.

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

C. Contents of Petition (RCW 35A.14.120)

If the City Council accepts the initial annexation proposal, the petition may be drafted and circulated. The petition must:

1. Provide a legal description. An abbreviated legal description will suffice for the initiation proceedings. Prior to approval of any annexation a metes and bounds legal description prepared by a surveyor is required.
2. Be accompanied by a map that outlines the boundaries of the property sought to be annexed.
3. If the council has required the assumption of all or any portion of city indebtedness and/or the adoption of a proposed zoning regulation for the area to be annexed, set forth these facts clearly, together with a quotation of the minute entry of that requirement.
4. Be signed by the owners of not less than 60 percent of the assessed value of the property for which annexation is petitioned. "Owners" eligible to sign are defined in RCW 35A.01.040(9)(a) through (e).
5. Comply with the rules for petitions in RCW 35A.01.040. RCW 35A.14.130.

D. Filing of Petition; Determination of Sufficiency

1. The petition is to be filed with the City Council. RCW 35A.14.120. Although there is no time limit specified in the annexation statutes as to when a petition need be filed with the council after it has begun circulating for signatures, the signatures on a petition are valid only if signed no later than six months prior to the filing date. Any signatures

older than six months are to be stricken from the petition by the officer certifying petition sufficiency. RCW 35A.01.040(8).

2. The petition must be certified as sufficient (i.e., as having valid signatures representing the required 60 percent of property value). Within three working days of the filing of the petition, the officer with whom the petition is filed must transmit the petition to the county assessor, who makes the determination of the sufficiency of the petition. The county officer whose duty it is to determine petition sufficiency must file with the officer receiving the petition for filing a certificate stating the date the determination of sufficiency was begun. The officer determining petition sufficiency must do so "with reasonable promptness." RCW 35A.01.040(4).

E. Hearing on Petition (RCW 35A.14.130)

When a legally sufficient petition is filed, the City Council may consider it and:

1. Fix a date for a public hearing, and
2. Provide notice specifying the time and place of the hearing and inviting interested persons to appear and voice approval or disapproval of the annexation. The notice is to be:
 - a. Published in one or more issues of a newspaper of general circulation in the city; and
 - b. Posted in three public places within the territory proposed for annexation.

There are no statutory requirements concerning the actual hearing, other than to give proponents and opponents an opportunity to speak.

F. Decision (RCW 35A.14.140)

Following the hearing (though not necessarily immediately), the City Council decides whether to approve the annexation. If it decides to approve, it must enact an ordinance to annex the territory. RCW 35A.14.140. It may annex all or any portion of the area proposed for annexation, but may not include any property not described in the annexation petition. *Id.*

Attached is a sample Notice of Intention to commence annexation proceedings, including a petition template.

Should you have further questions please feel free to call (509) 585-4386.

NOTICE OF INTENTION TO COMMENCE ANNEXATION PROCEEDINGS

The Honorable Mayor and City Council
City of Kennewick
210 W. 6th Ave.
Kennewick, WA 99336

Dear Mayor and City Council:

The undersigned, who are the owners of not less than ten percent (10%) of the acreage for which annexation is sought, hereby advise the City Council of the City of Kennewick that it is the desire of the undersigned owners of the following area to commence annexation proceedings:

The property herein referred to is legally described on Exhibit "A" attached hereto and is geographically depicted on a Benton County Assessor's parcel map on Exhibit "B" further attached hereto.

It is requested that the City Council of the City of Kennewick set a date, not later than sixty (60) days after the filing of this request, for a meeting with the undersigned to determine:

1. Whether the City Council will accept, reject, or geographically modify the proposed annexation;
2. Whether the City Council will require the simultaneous adoption of the zoning for the proposed area in substantial compliance with the proposed Comprehensive Plan as adopted by City of Kennewick; and
3. Whether the City Council will require the assumption of all or any portion of indebtedness by the area to be annexed.

This page is one of a group of pages containing identical text material and is intended by the signers of the Notice of Intention to Commence Annexation Proceedings to be presented and considered as one Notice of Intention to Commence Annexation Proceedings and may be filed with other pages containing additional signatures which cumulatively may be considered as a single Notice of Intention to Commence Annexation Proceedings.

Resident/Owner Signature	Printed Name	Address & Tax Parcel Number	Date Signed
	Strizhak Haven Ranch LLC	5215 S Washington St Kennewick, WA 99337 #119802000008000	01/27/2025

WARNING

Every person who signs this petition with any other than his or her true name, or who knowingly signs more than one of these petitions, or signs a petition seeking an election when he or she is not a legal voter, or signs a petition when he or she is otherwise not qualified to sign, or who makes herein any false statement, shall be guilty of a misdemeanor.

NOTICE OF INTENTION TO COMMENCE ANNEXATION PROCEEDINGS

January 24, 2025

The Honorable Mayor and City Council
City of Kennewick
210 W. 6th Ave.
Kennewick, WA 99336

Dear Mayor and City Council:

Strizhak Haven Ranch LLC, who is the sole owner of the acreage for which annexation is sought, hereby advise the City Council of the City of Kennewick that it is the desire of the undersigned owners of the following area to commence annexation proceedings:

The property herein referred to is legally described and geographically depicted on the property survey attached hereto.

It is requested that the City Council of the City of Kennewick set a date, not later than sixty (60) days after the filing of this request, for a meeting with the undersigned to determine:

1. Whether the City Council will accept, reject, or geographically modify the proposed annexation.
2. Whether the City Council will require the simultaneous adoption of the zoning for the proposed area in substantial compliance with the Comprehensive Plan as adopted by the City of Kennewick.
3. Whether the City Council will require the assumption of all or any portion of indebtedness by the area to be annexed.



Strizhak Haven
Ranch LLC

5215 S Washington St,
Kennewick, WA 99337
#119802000008000

01/27/2025

Owner Signature

Printed Name

Address & Tax Parcel Number

Date Signed

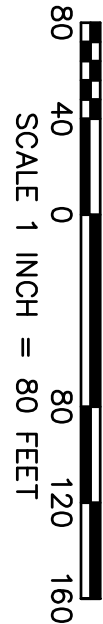
EXISTING CONDITIONS SURVEY

LOCATED IN A PORTION OF
THE SW AND SE 1/4 OF THE
NW 1/4 AND A PORTION OF
THE NW AND NE 1/4 OF THE
SW 1/4 OF SECTION 19
T8N, R30E, W.M.
BENTON COUNTY, WASHINGTON

JOB NO. 24-303
DATA COLLECT: 8-16-24 THRU 8-23-24
DRAWING DATE: 8-29-24
DRAWING UPDATE: 03-27-2025

LEGEND:

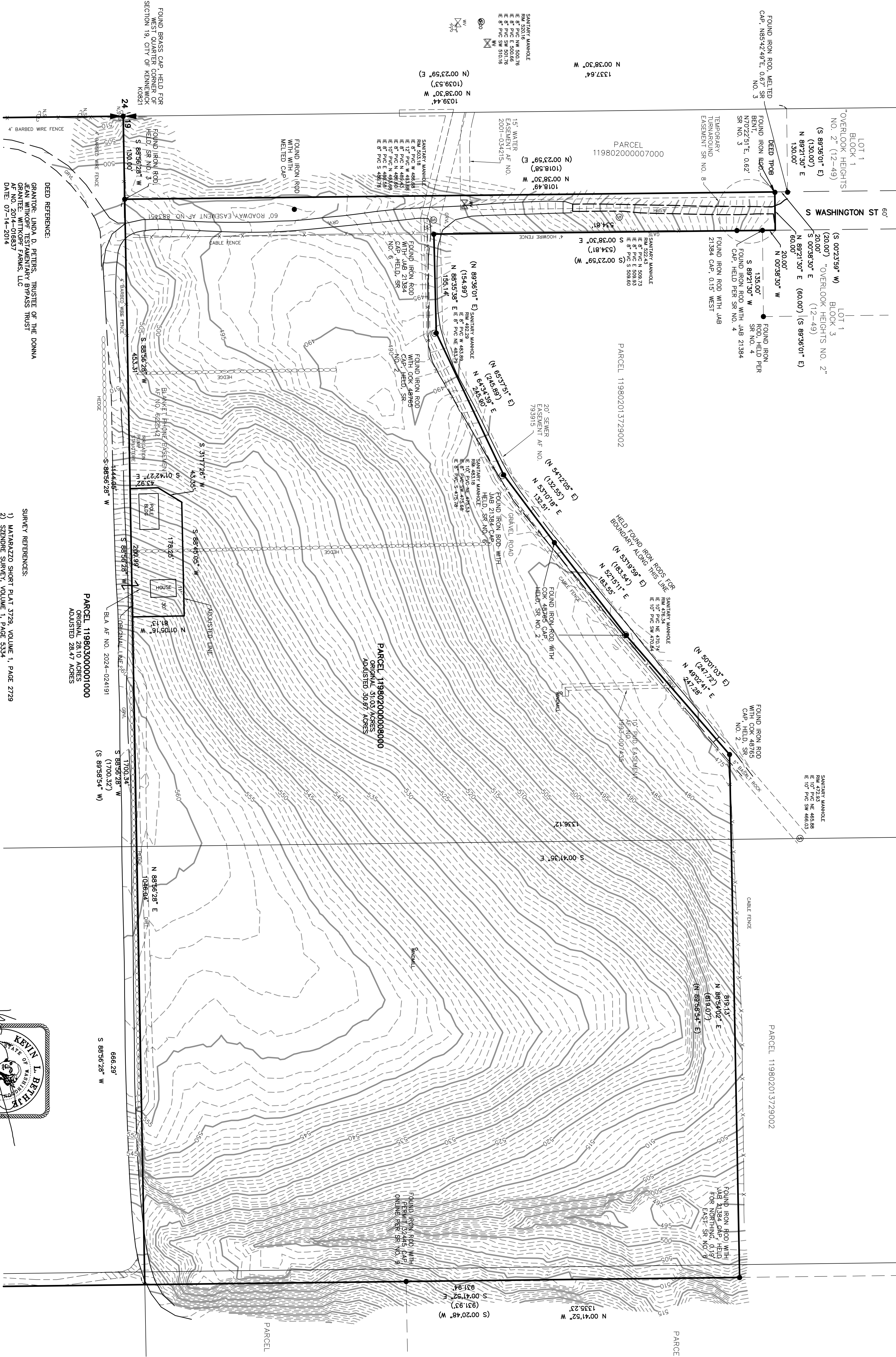
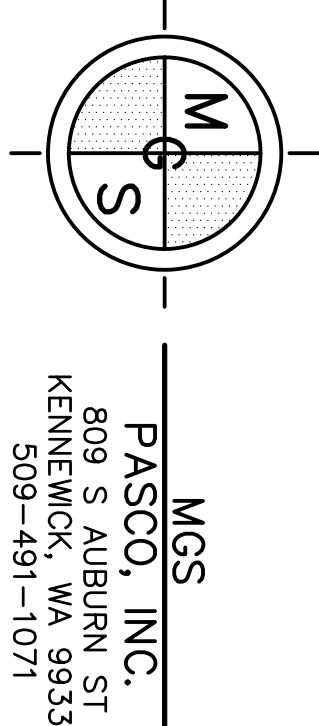
- INDICATES WATER VALVE
- INDICATES SANITARY SEWER MANHOLE
- INDICATES ASPHALT
- INDICATES GRAVEL
- INDICATES UTILITY POLE WITH DIRECTION OF OVERHEAD LINES
- INDICATES GUY ANCHOR
- INDICATES MONUMENT FOUND AS NOTED
- INDICATES TRANSFORMER
- INDICATES MOS CONTROL POINT
- INDICATES BOUNDARY
- INDICATES EDGE OF GRAVEL
- INDICATES 5 FOOT INTERVAL CONTROL
- INDICATES FENCE LINE



VERTICAL DATUM:
CORNERS - NAVD83 DATUM ON
K0821, WEST QUARTER CORNER OF SECTION
19, LOCATED IN THE SOUTHWEST CORNER
OF THE SITE. ELEVATION 512.63

NOTE:
A UTILITY LOCATE WAS NOT CALLED FOR DURING THIS SURVEY.

BASIS OF BEARING: NAD 83/2011 WASHINGTON STATE
PLANE COORDINATE SYSTEM SOUTH ZONE PER SECTION
CORNERS FOUND PER CITY OF KENNEWICK CONTROL
POINTS K0820, K0821, K0822, K0806, K0370 AND K0369.



DEED REFERENCE:
GRANTOR: LINDA D. PETERS, TRUSTEE OF THE DONNA
JEAN WITKOFF TESTAMENTARY BYPASS TRUST
GRANTEE: KENNEWICK HOMES, LLC
AF NO. 2014-016837
DATE: 07-14-2014

WAS PASCO, INC. MAKES NO WARRANTIES AS TO MATTERS OF UNWRITTEN TITLE SUCH
AS ADVERSE POSSESSION, ADVERSE SCHOOL, ESTATE, ETC.
THIS SURVEY WAS PERFORMED BY TRIMBLE GNSS RT2 OR R10 RTK AND
TRIMBLE S8 TOTAL STATION. ACCURACY OF MEASUREMENTS MET THE
STANDARD OF A PROFESSIONAL SURVEY. ALL CORNERS NOTED AS FOUND WERE VISITED IN AUGUST 2023

- SURVEY REFERENCES:
- 1) WATKINS SHORT PLAT 3729, VOLUME 1, PAGE 2729
 - 2) SIZEMORE SURVEY, VOLUME 1, PAGE 5334
 - 3) BALMAIN SURVEY, VOLUME 1, PAGE 3290
 - 4) BALMAIN SURVEY, VOLUME 1, PAGE 3486
 - 5) CHRISTENSEN SURVEY, VOLUME 1, PAGE 1055
 - 6) CHRISTENSEN SURVEY, VOLUME 1, PAGE 2740
 - 7) CHRISTENSEN SHORT PLAT 1889, VOLUME 1, PAGE 1889
 - 8) OVERLOOK HEIGHTS NO. 27, VOLUME 12, PAGE 49
 - 9) STRASSER SURVEY, VOLUME 1, PAGE 3545

PARCEL 119803000001000
ORIGINAL 29.0 ACRES
ADJUSTED 28.47 ACRES

PARCEL 119802000008000
ORIGINAL 31.03 ACRES
ADJUSTED 30.97 ACRES



January 28, 2025

Anthony Muai
City of Kennewick
Planning Department
210 W 6th Ave
Kennewick, WA 99336

Re: 5215 S Washington St / Parcel 119802000008000/ Annexation Supplemental Information

Dear Mr. Muai:

Please consider our responses to the City's typical supplemental questions, addressing the proposed annexation of Benton County Parcel 119802000008000 into the City of Kennewick.

1. What are the reasons for the requested annexation?

Response: The owner of the property wishes to develop the property into low density single-family residential housing. The developer wishes to use City of Kennewick street, ROW, and building setback standards to match existing neighborhoods in the vicinity of the property, including the Sunny Meadow prelim plat, currently under review at the City. Furthermore, the developer wishes to service the proposed lots with City of Kennewick public utilities, namely sewer and potable water. Attempting to develop the property in the County, while using City of Kennewick standards, would require review by both jurisdictions, an interlocal agreement, and special variances. Annexation into the City of Kennewick seems to be the most feasible and efficient process for the project to be approved and permitted while using the desired design standards.

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

Response:

- *Land Use Inventory*
- *Utilities*
- *Capital Facilities*

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.

Response: If the annexation is approved, the City would gain 30.67-acres of Low Density Residential land. The City currently has 1,387-acres surplus LDR land per Table 2 of the COK Comprehensive Plan. As a result of the land-gain, the City would be responsible for maintaining the public roads, stormwater systems, and public utilities expected to be installed with the residential development of the property. However, given that the property is located within the City's urban growth area, it is likely that City of Kennewick Sewer and Water would be extended through the site, whether the property is annexed or not. Benton County Public Works has suggested they may ask for an interlocal agreement, designating new roads as the City's responsibility for maintenance, if annexation is not completed. The impact on nearby parks, schools, and emergency services is expected to be similar independent of annexation of the property.

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

Response: The annexation will implement the following Goals & Policies, as designated by the City of Kennewick's comprehensive plan.

Urban Area Goal 2, Policy 1: Support annexation where infrastructure and services allow for urban densities.

- *Feasibility analysis of the property shows that it is possible to service the entire property with gravity sewer and public water from S Washington St and from existing sewer along the N property line. Access to the property will come from S Washington St and W 52nd Ave, providing double access to the subdivision, as required by City of Kennewick code.*

Urban Area Goal 2, Policy 2: Promote new growth consistent with the Comprehensive Land Use Map, the Capital Facilities Plan and the Capital Improvement Plan.

- *The Comprehensive Land Use Map designates the property as Low Density Residential, located within the Urban Growth Boundary. The development proposes low-density residential housing, which will comply with standards of the underlying zoning of the property. Development of the property is anticipated to loop new water mains through the development, construct new public roads, and extend public sewer mains.*

Urban Area Goal 2, Policy 3: Encourage compact development patterns within the UGA that can be efficiently served by public facilities.

- Feasibility analysis of the property shows that it is possible to service the entire property with gravity sewer and public water from S Washington St and an existing sewer along the N property line. Lot sizes will comply with the underlying zoning of the property.

Urban Area Goal 5, Policy 2: Pursue efforts to fully implement the City's development regulations within the UGA.

- The property is located within the Urban Growth Area. The developer desires to develop the land per City of Kennewick ROW and building setback standards. If not annexed into the City, the County's ROW and zoning standards would apply to the development, unless special allowance was obtained from the County commissioners and an interlocal maintenance agreement was obtained.

Residential Goal 1, Policy 1: Maintain residential zoning regulations that offer a similar gradation in building scale and bulk.

- Annexation of the property will apply the applicable pre-zone to the property, which will ensure the property is developed with City of Kennewick zoning standards, promoting compatibility with existing residential development in the immediate vicinity.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert McLeod".

Robert McLeod, EIT
Project Engineer

Council Agenda Coversheet 	Item Number: 5.a. Item Type: Presentation Subject: UPDATE: 2025 Legislative Session Department: City Manager	Date: 5/20/2025 Category: Other
<u>Recommendation</u> Not Applicable. <u>Motion for Consideration</u> Not Applicable. <u>Summary</u> The 2025 Washington State Legislative Session spanned 105 days and was dominated by efforts to address the state’s budget shortfall alongside key Democratic priorities such as rent control, tax reform, and environmental initiatives. Despite this challenging environment, the City of Kennewick achieved meaningful progress on several priorities outlined in its 2025 Legislative Agenda. Notably, the City secured \$750,000 in capital funding toward the Columbia Park East Boat Launch, a significant appropriation compared to many other local projects. While funding for transportation priorities—including the Columbia Center Boulevard widening and a regional rail solutions study—was not allocated, both projects received early legislative attention, and future coordination may improve their prospects in 2026. Kennewick also supported broader regional efforts, including the Three Rivers Convention Center expansion, and tracked legislative developments affecting public safety communications infrastructure, though no direct funding was secured for that effort this session. In terms of policy, the City engaged on several fronts: • Infrastructure Funding: The state transferred \$288 million from the Public Works Assistance Account but backfilled with \$100 million in bonds, preserving loan capacity for 2025–27. • PFAS Regulation: Legislation was enacted to increase monitoring and cleanup funding, which the City supported. • Homelessness: The City opposed preemptive legislation restricting local authority over encampments; the bill failed to advance. • Public Safety: The Legislature funded \$100 million in law enforcement hiring grants and expanded training support, though at reduced levels compared to previous years. • Fiscal Tools: While the Legislature maintained state-shared revenues and expanded REET fund uses, proposals to lift the 1% property tax cap ultimately failed following opposition and a veto threat by the Governor. Additional topics included proposals related to local land use preemption, juvenile interrogation standards, and changes to Paid Family and Medical Leave, with mixed results for local government priorities. State Lobbyist Briahna Murray, Partner, Gordon Thomas Honeywell will provide a comprehensive update and answer Council's questions. <u>Alternatives</u> Not Applicable <u>Fiscal Impact</u>		

Attachments:

1. Presentation
2. 2025 Legislative Priorities

CITY OF KENNEWICK

2025 LEGISLATIVE SESSION

May 20, 2025

Briahna Murray



AGENDA



OVERVIEW OF THE 2025
LEGISLATIVE SESSION



OUTCOME OF 2025
CITY'S LEGISLATIVE
PRIORITIES



NEXT STEPS

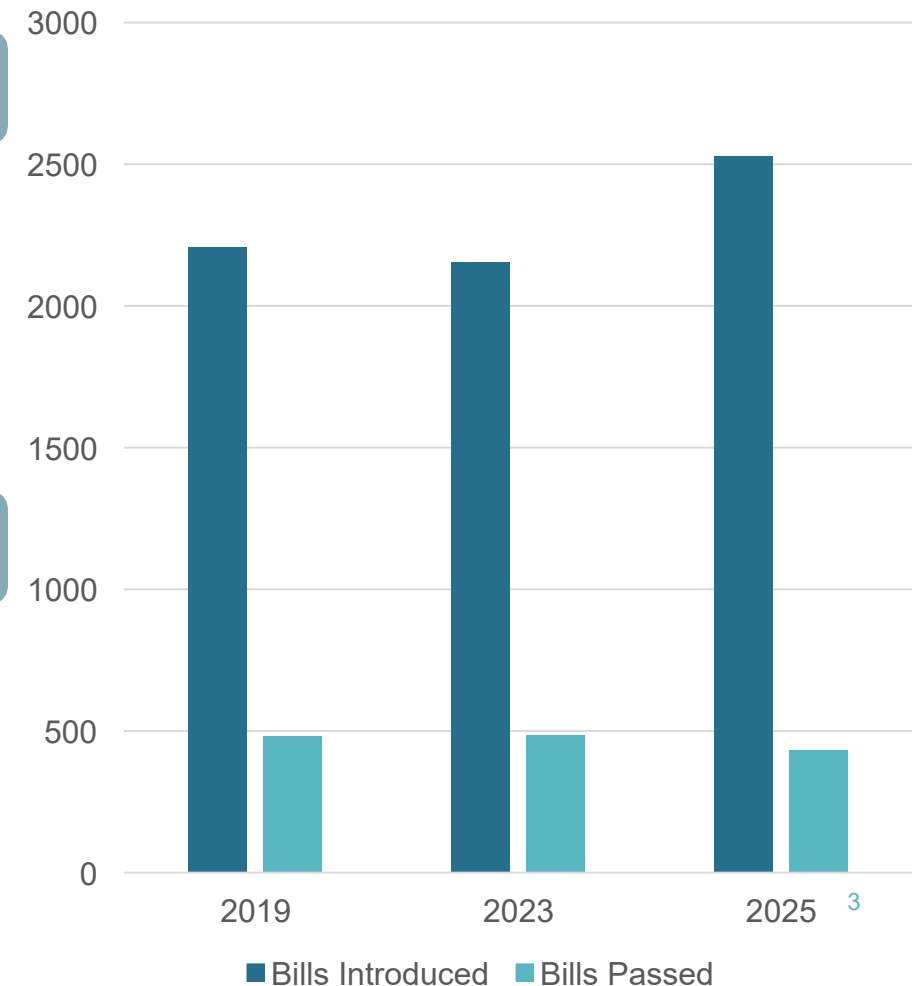
OVERVIEW OF 2025 LEGISLATIVE SESSION

General Context

- First year of the biennium, 105-day session
- Adopted 2025-27 operating, capital, and transportation budgets
- 2,534 bills introduced, 431 passed into law
- Any legislation that did not pass, will be reconsidered next

Political Context

- Democrats held the majority in House and Senate
- 24 “freshman” legislators
- New Governor in leadership



OVERVIEW OF 2025 LEGISLATIVE SESSION: BUDGETS

Operating

- Funds all state agency operations
- Revenue growth has slowed – 2022-24 revenues grew at 5.2% annually, starting in 2025 reduced to 3.5%
- \$77.8 billion budget for 2025-27, \$2.3 billion in reserves
- \$4.3 billion in new taxes for 2025-27

Capital

- Funds public and nonprofit construction projects (excluding transportation)
- \$7.5 billion total budget
- \$201.3 million allocated for local community projects (\$231.8 million in 2023)
 - *Average local community project award: \$604,000*

Transportation

- Expected \$1 billion shortfall in 2025-27
- Some projects delayed due to reduced revenues
- No new project investments
- Taxes, fees and transfer from operating resulting in \$3.2 billion over the next 6 years
- \$15.5 billion budget for 25-27

2025 LEGISLATIVE PRIORITIES

Columbia Park Boat Launch Replacement

- **Request:** The City requested \$1.3 million to replace the boat launch.
- **\$750,000 appropriated in the final capital budget.**

At-Grade Rail Solutions Study

- **Request:** \$300,000 for at-grade rail study
- Received feedback on the scope of such a study.
- **No new funding appropriated.**

Columbia Center Boulevard Widening

- **Request:** \$14.7 million for construction of the Columbia Center Blvd Widening
- Included in Senate proposal of investments
- **No new funding appropriated.**

Public Safety Communications Upgrades

- **Request:** Support other regional stakeholders in requesting funding
- **No request was submitted**

Three Rivers Convention Center

- **Request:** Support the Kennewick Public Facility District
- **HB 1109 approved, extending sales and use tax credit from 40 to 55 years.**

POLICY ISSUES

Infrastructure
Funding

Local
Community
Decision-
Making

Fiscal
Sustainability

Public Safety

NEXT STEPS



Thank the legislative delegation

Implement new policies/projects implemented/funded with state awards

Ideas and beginning to prepare for the 2026 session

2026 Legislative Session begins January 12th

QUESTIONS?

Briahna Murray

State Lobbyist, Partner

253-310-5477

bmurray@gth-gov.com





Top Legislative Priorities

City of Kennewick Government

Columbia Park Boat Launch Replacement

The City requests \$1.3 million to replace a failing boat launch at Columbia Park – a focal point for Water Follies, the annual Salmon Summit and other community events. The Columbia Park Boat Launch is nearing its end of life, causing floats to sink into the water. In 2020, the City received a Recreation and Conservation Office (RCO grant). Combined with local funds, the City designed a replacement boat launch. The project is now construction-ready and permitted for construction until 2028. Once replaced, the new boat launch will provide sustainable, environmentally friendly, and accessible boarding floats to improve access and activities on the Columbia, Snake and Yakima Rivers for residents and visitors.

Community Connectivity: At-Grade Rail Solutions Study

A United Pacific (UP) and Burlington Northern Santa Fe (BNSF) rail line runs through the Kennewick community, with several at-grade rail crossings. In downtown Kennewick, there are three at-grade rail crossings: Washington, Benton and Fruitland). Additionally, there are two in west Kennewick: Kellogg and Edison. The crossings cause delays of up to 20 minutes for residents. The City requests \$300,000 to study potential solutions to improve safety and alleviate traffic delays, including grade-separation and other enhancements, as rail traffic increases in the region with the completion of improvements at Stampede Pass.

Columbia Center Boulevard Widening

Columbia Center Boulevard is one of Kennewick's main arterial streets and is a freight corridor. The Boulevard serves the existing Columbia Center Mall, Costco, Toyota Center, and Three Rivers Convention Center and experiences continuously high traffic volumes. Kennewick requests \$14.7 million to add a south and northbound lane to Columbia Center Boulevard from Quinalt to Deschutes Avenues. The project is recognized regionally as #3 on the Benton-Franklin Council of Government's Top Six Regional Transportation Projects.

Public Safety Communication System Infrastructure Upgrades

Kennewick joins communities throughout the Tri-City region to request funding to replace failing analog radio infrastructure and transition law enforcement, fire, and EMS agencies in both counties, as well as a portion of Walla Walla County, to a single, P25 compliant, digital communications platform.

Three Rivers Convention Center Expansion

The City joins the Kennewick Public Facility District in asking for the state's assistance in expanding the Three Rivers Convention Center. To continue to be Eastern Washington's leading event center, the Convention Center needs to be expanded to add exhibit space, meeting rooms, and other support spaces. Once expanded, the Convention Center will attract nearly 200,000 visitors and over 70,000 hotel reservations annually.



Policy Statements

The City of Kennewick supports the efforts of the Association of Washington Cities. Below are issue areas of emphasis that the City follows with close attention and engagement:



Infrastructure Funding:

The City of Kennewick supports increased funding to state grant programs for local infrastructure, including the Public Works Assistance Account, grant programs through the Recreation and Conservation Office, the Transportation Improvement Board and other like grant programs.



Water Quality /PFAS:

The City of Kennewick is committed to providing quality water to its current and future residents. The City is concerned about the increasing presence of PFAS impacting water quality, and will closely monitor legislation regulating PFAS.



Homelessness:

The City of Kennewick has taken a compassionate approach to managing individuals experiencing homelessness within the community. The City asks that the Legislature honor this approach, including maintaining the ability to regulate encampments in public rights-of-way.



Public Safety:

Increase funding to cities and counties to hire and retain police officers. Additionally, enhance officer training through continued state funding of 100% of Basic Law Enforcement Academy (BLEA) costs and expand existing regional academies. Additionally, the City encourages ongoing funding to support pre-charging diversion programs for those experiencing behavioral health challenges.



Public Defense:

The City of Kennewick is responsible for providing public defense services to indigent defendants of misdemeanor charges. The City asks for the state's partnership in recruiting public defenders and allocating the necessary funding needed to meet public defense caseload standards under consideration by the Washington State Supreme Court.



Local Community Decision-Making:

The City of Kennewick conducts significant public processes and community engagement when developing local policies. The City calls on the Legislature to honor this community-driven process and allow decisions to be made locally, particularly in relation to land use and right-of-way management.



Fiscal Sustainability:

The City of Kennewick urges the Legislature to approve policies and tools that allow local governments to maintain fiscally sustainable budgets that keep pace with inflation, such as removing the 1% cap on property tax levies.



Juvenile Interrogations:

The City of Kennewick joins stakeholders in requesting that the Legislature clarify a 2021 law ensuring that juveniles who are suspects of a crime are provided with an attorney prior to being questioned by law enforcement, but that juveniles who are witnesses to or victims of a crime can otherwise be interrogated by law enforcement.



Rising Labor Costs

The City of Kennewick urges the Legislature to consider local costs when addressing labor-related issues, including PERS cost-of-living increases, expanded eligibility for the state Paid Family Medical Leave program, and impacts to collective bargaining.

Council Agenda Coversheet	Item Number: 6.a. Date: 5/20/2025 Item Type: Ordinance	Category: Ordinance
	Subject: Ordinance: Transitioning Public-Facing Parks Regulations from the Kennewick Administrative Code 9-44 to the Kennewick Municipal Code, Amending Section 10.08.040 Department: Parks & Recreation Ordinance #:	

Recommendation
Staff recommends Council adopt the ordinance as presented.

Motion for Consideration
Motion to adopt the ordinance as presented.

Summary
Modify the Kennewick Municipal Code to *(choose any that apply):*
☐ Add new content
☐ Remove content
☒ **Update existing content**

For the Following Purpose(s) *(choose any that apply):*
☐ To bring the KMC into compliance with state, federal, or other regulations
☒ **To transition public-facing regulations from the KAC**
☐ To remove redundant or obsolete content

These Changes Involve the Following Department(s) *(choose any that apply):*
☐ Citywide ☐ Finance ☐ Planning
☐ City Manager ☐ Fire ☐ Police
☐ City Attorney ☐ Information Technology ☐ Public Works
☐ Executive Services ☒ **Parks, Recreation & Facilities**

Summary of Changes:
The City proposes an amendment to the Kennewick Municipal Code to address several minor updates intended to clarify existing regulations, align with current practices, and support the safe and responsible use of City parks and facilities. Key updates include: revising park hours to remove outdated references and providing exceptions for specific facilities, updating infractions and prohibited activities, such as leash requirements, prohibition on dogs on sports fields, inclusion of vaping in tobacco restrictions, vehicle parking limitations, and new restrictions on items such as confetti-filled piñatas. The amendment also clarifies that the Parks, Recreation & Facilities Director has the authority to set use restrictions for City parks, facilities and memorials, and establishes procedures for trespassing individuals who violate park rules.

Alternatives

Fiscal Impact

Attachments:
1. Ordinance
2. Redline

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO OFFENSES AGAINST PUBLIC ORDER
AND AMENDING SECTION 10.08.040 OF THE KENNEWICK MUNICIPAL
CODE

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

Section 1. Section 10.08.040 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

10.08.040: – City Park Regulations.

- (1) Purpose. City parks, including facilities are established and maintained by the City for public recreational purposes. Chapter 10.08 KMC is an exercise of the police power of the City, and its provisions shall be liberally construed for the preservation and protection of the natural environment, public peace, health, safety and welfare. Unlawful and inappropriate behavior in City parks diminishes these precious assets and deprives citizens individually and as a whole of the full use and enjoyment of the natural beauty, recreational opportunities, and peaceful repose that parks are intended to preserve.
 - (a) For purposes of this section, “park” means any public park, green space, or recreational area owned, leased, or maintained by the City. “Grass area” means any area within a park covered primarily by grass or turf.
- (2) Rules Governing Use of City Parks and Facilities—Violation an Infraction. Any person violating any of the below noted provisions shall have committed a class 3 infraction.
 - (a) All dogs must be on leashes, unless in an area designated as “off-leash”
 - (b) No dogs allowed on sports fields.
 - (c) No horse riding is allowed.
 - (d) Areas being irrigated or mowed are closed to public use.
 - (e) No golf practice use, except within the boundaries of the Columbia Park Tri-Plex.
 - (f) Pet owners must pick up pet waste and deposit in refuse containers.
 - (g) At the fishing lagoon at the east end of Columbia Park; only juveniles (14 years and younger), persons with disabilities with a reduced fee license, and seniors (70 years and older) are allowed to fish; fishing season is year round; daily fishing limit is a total of five game fish, no minimum size; no bird feeding; no swimming allowed; no floating devices allowed without a permit; no ice skating or ice fishing.

- (h) Tobacco products, including vaping, use is not permitted within 20 feet of park playgrounds and tot-lots.
 - (i) No person shall stop, stand, or park a vehicle on any grass area within a city park, except when necessary to avoid conflict with other traffic, in compliance with law, or under the direction of a police officer or official traffic control device. Vehicles authorized by a valid special event permit issued by the City may park on designated areas within a park as specified in the permit.
 - (j) No piñatas containing confetti.
- (3) Rules governing use of City parks and facilities - violations a misdemeanor. Any person violating any of the below noted provisions shall be guilty of a misdemeanor:
- (a) Parks close one-half hour after sunset until 6:00 a.m., with the exception of the Lawrence Scott Pickleball Complex, which closes at 10:00 p.m. until 6:00 a.m. and for access to and from the Columbia Park Golf Tri-Plex for food and beverage service with approved vendor during regular business hours. The Director of Parks, Recreation and Facilities, or his or her designee, is authorized to set restrictions on the use of City parks, facilities, and memorials. Written permission from City of Kennewick Parks & Recreation Department may be obtained for special events.
 - (b) Defacing or destroying park property is prohibited.
 - (c) All waste material must be deposited in refuse cans.
 - (d) No alcohol allowed on park/recreation premises. Written permission may be obtained for special events.
 - (e) Camping. Camping in City parks and facilities is defined and regulated pursuant to KMC Chapter 9.54. Written permission may be obtained for special events.
 - (f) Fires. No person shall ignite or maintain any fire or participate in igniting, maintaining, or using any fire within open space, trail, park or facility unless specifically authorized by the Kennewick Parks and Recreation Department.
 - (g) Dumping in Water Prohibited. No person shall deposit any waste or refuse of any nature, including human or animal waste, into any river, stream, or other body of water running in, through, or adjacent to any City park.
 - (h) Interference with Trails or Walking Paths. No person shall operate a motor vehicle, off- road vehicle (ORV) or wheeled all-terrain vehicle (WATV) on any park trail or walking path. No person shall place, deposit, or otherwise locate any object, structure or device, whether natural or artificial, that threatens or endangers any trail, interferes with normal use of the trail, or that threatens or endangers any person traveling thereon. Written permission may be obtained for special events.

- (i) Outside Household or Commercial Waste. No person shall bring in or deposit household or commercial herbage or other waste which is brought in such form from any private property, in any City park or facility garbage can or other receptacle.
 - (j) Waste from Vehicles. No person shall drain or dump refuse or waste from any trailer, camper, automobile, or other vehicle in any City park or facility.
- (4) Trespassing – In addition to such other penalties as may be imposed by law for the violation of City Park Regulations or the commission of other offenses in Kennewick Municipal Parks, the Kennewick Police or the Director of Parks, Recreation and Facilities are authorized to issue trespass notifications to any person against whom they have probable cause to believe have committed a crime or infraction while in a City park or facility. The trespass notification will be valid for 30 to 365 days and will identify the park, facility, or parks and facilities for which the offender is excluded. The Parks Commission may extend or expand this notice by motion.
- (5) Posting of Rules – These rules and regulations may be posted in City parks and recreation areas, as applicable. The posted signs are not intended to provide a comprehensive list of rules and regulations.

(Ord. 25-_____, Sec. 1, 2025; Ord. 5960, Sec. 1, 2021; Ord. 2855 Sec. 2, 1984; Ord. 2089 Sec. 2(part), 1977)

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 20th day of May, 2025, and signed in authentication of its passage this 20th day of May, 2025.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

ORDINANCE NO. 25-_____ filed and
recorded in the office of the City Clerk of
the City of Kennewick Washington, this
20th day of May, 2025

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

KRYSTAL JOHNSTON,
City Clerk

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO OFFENSES AGAINST PUBLIC ORDER
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THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
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(a) For purposes of this section, “park” means any public park, green space, or recreational area owned, leased, or maintained by the City. “Grass area” means any area within a park covered primarily by grass or turf.
- (2) Rules Governing Use of City Parks and Facilities—Violation an Infraction. Any person violating any of the below noted provisions shall have committed a class 3 infraction.
 - (a) All dogs must be on leashes, unless in an area designated as “off-leash”.
 - (b) No dogs allowed on sports fields.
 - (c) No horse riding is allowed.
 - (~~d~~) Areas being irrigated or mowed are closed to public use.
 - (~~e~~) No golf practice use, except within the boundaries of the Columbia Park Tri-Plex Golf Course.
 - (~~f~~) Pet owners must pick up pet waste and deposit in refuse containers.
 - (~~g~~) At the fishing lagoon at the east end of Columbia Park; only juveniles (14 years and younger), ~~and~~ persons with disabilities with a reduced fee license, and seniors (70 years and older) are allowed to fish; fishing season is year round; daily fishing limit is a total of five game fish, no minimum size; no bird feeding; no swimming allowed; no floating devices allowed without a permit; no ice skating or ice fishing.

- (hg) Tobacco products, including vaping, use is not permitted within 20 feet of park playgrounds and tot-lots.
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 - (j) No piñatas containing confetti.
- (3) Rules governing use of City parks and facilities - violations a misdemeanor. Any person violating any of the below noted provisions shall be guilty of a misdemeanor:
- (a) Eastgate, Southridge, Highlands Grange, Lawrence Scott, and Hansen Park, close at 9:00 p.m. until 6:00 a.m. All other City Parks close one-half hour after sunset until 6:00 a.m., with the exception of the Lawrence Scott Pickleball Complex, which closes at 10:00 p.m. until 6:00 a.m. and for access to and from the Columbia Park Golf Tri-Plex for food and beverage service with approved vendor during regular business hours. The Director of Parks, Recreation and Facilities, or his or her designee, is authorized to set restrictions on the use of City parks, facilities, and memorials. Written permission from City of Kennewick Parks & Recreation Department may be obtained for special events; an exception is granted from these hours for access to and from Columbia Park Golf Course for food and beverage service with approved vendor during regular business hours.
 - (b) Defacing or destroying park property is prohibited.
 - (c) All waste material must be deposited in refuse cans.
 - (d) No alcohol allowed on park/recreation premises. Written permission may be obtained for special events in Columbia Park.
 - (e) Camping. Camping in City parks and facilities is defined and regulated pursuant to KMC Chapter 9.54. Written permission may be obtained for special events.
 - (f) Fires. No person shall ignite or maintain any fire or participate in igniting, maintaining, or using any fire within open space, trail, park or facility unless specifically authorized by the Kennewick Parks and Recreation Department.
 - (g) Dumping in Water Prohibited. No person shall deposit any waste or refuse of any nature, including human or animal waste, into any river, stream, or other body of water running in, through, or adjacent to any City park.
 - (h) Interference with Trails or Walking Paths. No person shall operate a motor vehicle, off- road vehicle (ORV) or wheeled all-terrain vehicle (WATV) on any park trail or walking path. No person shall place, deposit, or otherwise

locate any object, structure or device, whether natural or artificial, that threatens or endangers any trail, interferes with normal use of the trail, or that threatens or endangers any person traveling thereon. Written permission may be obtained for special events.

- (i) Outside Household or Commercial Waste. No person shall bring in or deposit household or commercial herbage or other waste which is brought in such form from any private property, in any City park or facility garbage can or other receptacle.
- (j) Waste from Vehicles. No person shall drain or dump refuse or waste from any trailer, camper, automobile, or other vehicle in any City park or facility.

(4) Trespassing – In addition to such other penalties as may be imposed by law for the violation of City Park Regulations or the commission of other offenses in Kennewick Municipal Parks, the Kennewick Police or the Director of Parks, Recreation and Facilities are authorized to issue trespass notifications to any person against whom they have probable cause to believe have committed a crime or infraction while in a City park or facility. The trespass notification will be valid for 30 to 365 days and will identify the park, facility, or parks and facilities for which the offender is excluded. The Parks Commission may extend or expand this notice by motion.

(5) Posting of Rules – These rules and regulations may be posted in City parks and recreation areas, as applicable. The posted signs are not intended to provide a comprehensive list of rules and regulations.

(Ord. 25-_____, Sec. 1, 2025; Ord. 5960, Sec. 1, 2021; Ord. 2855 Sec. 2, 1984; Ord. 2089 Sec. 2(part), 1977)

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 20th day of May, 2025, and signed in authentication of its passage this 20th day of May, 2025.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

ORDINANCE NO. 25-_____ filed and
recorded in the office of the City Clerk of
the City of Kennewick Washington, this
20th day of May, 2025

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

KRYSTAL JOHNSTON,
City Clerk

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet 	Item Number: 6.b. Date: 5/20/2025 Item Type: Ordinance Subject: Ordinance: Transitioning Public-Facing Planning Regulations from the Kennewick Administrative Code to the Kennewick Municipal Code (DCA-2025-0003) Department: Community Planning	Category: Ordinance												
<u>Recommendation</u> Staff recommends Council adopt the ordinances presented under items 6.b.1, 6.b.2, and 6.b.3 as presented. <u>Motion for Consideration</u> Not Applicable <u>Summary</u> Modify the Kennewick Municipal Code to (choose any that apply): ☐ Add new content ☐ Remove content ☒ Update existing content For the Following Purpose(s) (choose any that apply): ☒ To bring the KMC into compliance with state, federal, or other regulations ☒ To transition public-facing regulations from the KAC 3 ☐ To remove redundant or obsolete content These Changes Involve the Following Department(s) (choose any that apply): <table border="0"> <tr> <td>☐ Citywide</td> <td>☐ Finance</td> <td>☒ Planning</td> </tr> <tr> <td>☐ City Manager</td> <td>☐ Fire</td> <td>☐ Police</td> </tr> <tr> <td>☐ City Attorney</td> <td>☐ Information Technology</td> <td>☐ Public Works</td> </tr> <tr> <td>☐ Executive Services</td> <td>☐ Parks, Recreation & Facilities</td> <td></td> </tr> </table> <u>Summary of Changes:</u> The City is bringing forth three ordinances for Council Consideration under Development Code Amendment DCA-2025-0003. The amendments transition public-facing regulations from the Kennewick Administrative Code to existing sections of the Kennewick Municipal Code and simultaneously incorporate necessary updates to existing language in the KMC. Separate ordinances have been prepared for Council consideration as companion items to this staff report (6.b.1, 6.b.2, and 6.b.3). The Kennewick Planning Commission reviewed DCA-2025-0003 on May 5, 2025. There was no public comment either in support of or against the proposed amendments. The Planning Commission unanimously voted 7 to 0 to recommend approval to City Council. <u>Alternatives</u> No alternatives are recommended. <u>Fiscal Impact</u>			☐ Citywide	☐ Finance	☒ Planning	☐ City Manager	☐ Fire	☐ Police	☐ City Attorney	☐ Information Technology	☐ Public Works	☐ Executive Services	☐ Parks, Recreation & Facilities	
☐ Citywide	☐ Finance	☒ Planning												
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☐ Executive Services	☐ Parks, Recreation & Facilities													
<u>Attachments:</u> 1. Presentation 2. Staff Report														

- | | |
|----|--------------------|
| 3. | PC Summary |
| 4. | PC Minutes - Draft |

City Council Meeting

Development Code Amendment DCA-2025-0003

May 20, 2025



Application Summary

Applicant(s): City of Kennewick

Proposal: Amend Kennewick Municipal Code (KMC) Section 18.12.250 and 18.45.01 by moving text from the Kennewick Administrative Code (KAC) to the KMC. Amend KMC 4.08.540.

Staff Analysis

Staff has reviewed the proposed amendments and provides the following analysis:

- ◆ Staff is of the opinion that the proposed amendments provide clear regulations for planned residential developments and temporary and parking lot businesses by moving code from the KAC to the more publicly accessible KMC.
- ◆ The amendment to KMC 4.08.540 will also eliminate language for a fee that is not considered necessary for the city to process and review Environmental Determination applications as the city already has a fee schedule that covers the cost of Environmental Determination staff review and publication costs.

Hearing Summary

- ◆ The Planning Commission held a public hearing for the proposed amendment on May 5, 2025.
- ◆ No public testimony in favor or opposition was given.
- ◆ The Planning Commission voted 7-0 to recommend approval of the amendment.

Recommendation

The Planning Commission recommends approval of Development Code Amendment DCA-2025-0003 to City Council.



COMMUNITY PLANNING DEPARTMENT

STAFF REPORT AND RECOMMENDATION TO
THE PLANNING COMMISSION

FILE No: DCA-2025-0003

Public Hearing Date: May 5, 2025

Proposal: Amend Kennewick Municipal Code (KMC) Section 18.12.250 and 18.45.01 by moving text from the Kennewick Administrative Code (KAC) to the KMC. Repeal KMC 4.08.540 (1).

Applicant: City of Kennewick

Staff Contact: Joseph Laris, Assistant Planner

Background:

Earlier this year, the City of Kennewick began the process of moving sections of the KAC to the KMC in anticipation of eliminating the KAC.

In this application, the City did not send the proposed amendments to the Department of Commerce since the proposed code amendment did not meet the threshold to notify the Department of Commerce.

Discussion and Analysis:

Staff has proposed the following amendments (underlined, strikethrough and in red) to KMC Section 18.12.250 – Temporary and Parking Lot Businesses and to KMC Section 18.45.010 – Purpose:

18.12.250: Temporary and Parking Lot Businesses.

- (1) General requirements:
 - (a) A City of Kennewick business license is required;
 - (b) The use of City property requires approval of a lease, background check, a hold harmless agreement and an insurance policy naming the City of Kennewick as an additional insured in the amount of \$1,000,000.00; or
 - (c) The use of City property requires approval of a lease, background check, a hold harmless agreement, and an insurance policy naming the City of Kennewick as an additional insured in an amount approved by the City Attorney;
 - (d) Operation in a city park also requires approval of a concessionaires permit;
 - (e) Any business-related discharge into the sanitary or storm sewer systems requires the written approval of the Public Works Director;
 - (f) Written approval from the Benton-Franklin County Health District is required if food is served or if restrooms are required;

- (g) Buildings must be on a permanent perimeter foundation or otherwise fastened and designed to secure the structure for a minimum of a 70-mile per hour wind load;
- (h) The Fire Marshall must review and approve the use of a tent for applicable requirements of the Uniform Fire Code;
- (i) No structure or temporary use may be within five feet of any right-of-way. Sight distance triangles must be observed;
- (j) There must be adequate off-street parking provided in accord with KMC 18.36. The site must be paved or graveled;
- (k) If on the same parcel as an existing business the minimum off-street parking for the primary business must be maintained;
- (l) The temporary business must submit an accurate site plan drawn to scale depicting the following:
 - (i) The parcel lines and right-of-way lines;
 - (ii) The boundaries of the portion of the property to be used by the temporary business;
 - (iii) The parking area, which is to be used by the temporary business and the driveways to be used for access;
 - (iv) Drive areas must remain open and all pedestrian walkways must remain passable;
 - (v) The location and dimension of existing structures as well as the location and dimension of all structures, vehicles, and signs to be used by the temporary business;
 - (vi) How any temporary on-site residency and sanitation is to be accommodated;
 - (vii) Proposed operating hours.
- (m) The business license must list the Washington state tax number including the City's location code number;
- (n) All signs, circulars, and other advertising material must be removed within three days of the termination of the business;
- (o) There must be adequate provisions made for dust and litter control;
- (p) The applicant must submit the property owner's written consent for the use of premises;
- (q) All electrical facilities must be inspected and approved by the Washington State Department of Labor and Industries;
- (r) Temporary businesses must conform to the noise standards set forth in KMC 9.52;
- (s) The applicant must show evidence of any required State licenses with the application for a business license;
- (t) No business shall be located in the parking area immediately adjacent to the entrance to another business without the written permission of the affected business owner;
- (u) All temporary and parking lot businesses that cannot demonstrate legal non-conforming status must be in compliance with the requirements of the section within one year from the date of adoption;

(v) No vision obstructions within the vision clearance triangle are permitted.

(w) A building permit may be required.

18.45.010: Purpose.

It is the purpose of this chapter to:

- (1) Encourage imaginative design and the creation of permanent open space by permitting greater flexibility in zoning requirements than is generally permitted by other sections of the Kennewick Municipal Code ("KMC");
- (2) Preserve or create environmental amenities superior to those generally found in conventional developments;
- (3) Create or preserve usable open space for the enjoyment of the residents;
- (4) Preserve, to the greatest extent possible, the natural characteristics of the land, including, but not limited to, topography, natural vegetation, waterways, and views;
- (5) Encourage development of a variety of housing types; and
- (6) Provide for maximum efficiency in the layout of streets, utility networks and other public improvements and infrastructure.
- (7) Planned residential developments are treated as changes-of-zones and are analyzed in terms of their overall benefits to the City as a whole. They are not intended to provide solutions to isolated or unique circumstances of a personal nature.

As a result of the proposed amendments, KMC 4.08.540 (1) will be repealed as indicated below:

4.08.540: Fees.

The following fees will be charged:

- (4) ~~Threshold Determination. The City will collect \$25.00 from the proponent before undertaking a threshold determination. The time for making a threshold determination does not begin to run until payment of the fee.~~
- (1 2) Environmental Impact Statement.
 - (a) When the City is the lead agency for a proposal requiring an EIS and the Responsible Official determines that the EIS will be prepared by employees of the City, the City will charge and collect a reasonable fee from the applicant to cover its costs. The Responsible Official will advise the applicant of the projected costs and obtain security for them.
 - (b) When the Responsible Official determines that the City will contract for the preparation of an EIS, he will charge costs directly to the applicant. Consultants will be selected by mutual agreement of the City and applicant after a call for proposals. The Responsible Official will obtain security for the costs.
 - (c) If a proposal is modified so that an EIS is no longer required, the Responsible Official will refund any fees collected under (a) or (b) of this subsection which remain after incurred costs are paid.
- (2 3) The City will collect a reasonable fee from an applicant to cover the cost of meeting the public notice requirements of this chapter.

(3 4)The City will not collect a fee for performing its duties as a consulted agency.

(4 5)The City will charge for copies and for mailing.

Staff Analysis:

Staff is of the opinion that the proposed amendments provide clear regulations for planned residential developments and temporary and parking lot businesses by moving code from the KAC to the more publicly accessible KMC.

The amendment to KMC 4.08.540 will also eliminate language for a fee that is not considered necessary for the city to process and review Environmental Determination applications as the city already has a fee schedule that covers the cost of Environmental Determination staff review and publication costs.

Comprehensive Plan Land Use Goals

Not applicable

Regulatory Controls and Policies

- Kennewick Municipal Code Chapter 18.12
- Kennewick Municipal Code Chapter 18.45
- Kennewick Municipal Code Chapter 4.08

Findings of Fact:

1. The applicant is the City of Kennewick, Community Development, 210 W 6th Avenue, Kennewick, WA 99336.
2. The application was submitted on March 6, 2025.
3. Notice of the proposed code revision was not sent to the Washington State Department of Commerce. This is consistent with the requirements of RCW 36.70A.106.
4. The Notice of Public Hearing was published in the Tri City Herald on April 19, 2025.

Conclusions of Law:

1. The proposed amendments will affect the City of Kennewick's general welfare in a positive manner, by providing clarification to sections of the KMC through code moved from the KAC to KMC and removing language deemed redundant for Environmental Determination fees.

Staff Recommendation:

Based on the above analysis of the applicant's request, staff recommends the Planning Commission forward a recommendation of APPROVAL to City Council for the following motion.

Motion:

I move that the Planning Commission concur with the findings and conclusions in the staff report DCA-2025-0003 and recommend approval of the amendments to KMC Section 18.12.130, 18.45.010, and 4.08.540 to City Council.

Exhibits:

1. Staff Report

Planning Commission Action Summary
DCA-2025-0003 – City of Kennewick

The Kennewick Planning Commission conducted a public hearing on May 5, 2025. 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 Commission passed a motion on the proposed Development Code Amendment, concurring with the findings and conclusions in the staff report COZ-2025-0003 and recommends to City Council approval of the proposed Development Code Amendment contained in the staff report.

Findings of Fact

1. The applicant is City of Kennewick, 210 W 6th Ave, Kennewick, WA 99336.
2. The proposal is to amend Kennewick Municipal Code (KMC) Section 18.12.250 and 18.45.01 by moving text from the Kennewick Administrative Code (KAC) to the KMC and to amend KMC 4.08.540.
3. The application was submitted on March 6, 2025
4. The application was declared complete, routed for review to City Departments and outside agencies on March 6, 2025.
5. The Notice of Public Hearing was published in the Tri-City Herald on April 19, 2025
6. The proposed amendment conforms to the comprehensive plan.
7. The proposed amendment promotes the public necessity, convenience and general welfare.
8. The proposed amendment does not impose a burden upon public facilities beyond their capacity to serve or reduce such services to lands, which are deemed unacceptable by the City.
9. The proposed amendment is consistent with all applicable provisions of the Kennewick Municipal Code, including those adopted by reference from the Comprehensive Plan.

Conclusions of Law

1. Approval will not result in an increase of adverse environmental impacts.
2. Approval will result in the promotion of public necessity, convenience and/or general welfare.
3. The proposed Development Code Amendment complies with KMC 18.51.070(2).

The motion to approve was moved by Commissioner Barger and seconded by Commissioner Morales. The motion passed unanimously, with Commissioners Rahimlou, Perez, Arneson, Morales, Barger, Vice Chair Gregory and Chairman Hempstead all in favor.

KENNEWICK PLANNING COMMISSION
MEETING MINUTES
May 5, 2025 - DRAFT

1. CALL TO ORDER:

Chairman James Hempstead called the regular meeting of the Kennewick Planning Commission to order at 6:30 p.m. All Commissioners were present, with Commissioner Douglas Perez attending remotely.

ATTENDANCE:

Commissioners Present:

James Hempstead, *Chair*
Tina Gregory, *Vice Chair*
Mark Barger, *Commissioner*
Michelle Morales, *Commissioner*
Christopher Arneson, *Commissioner*
Douglas Perez, *Commissioner*
Ana Rahimlou, *Commissioner*

City Staff Present:

Anthony Muai, *AICP Planning Director*
Steve Donovan, *AICP*
Development Services Manager
Joseph Laris, *Assistant Planner*
Melinda Didier, *Planning Administrative Asst.*

Ms. Didier announced a quorum was established.

Chair Hempstead lead the Pledge of Allegiance.

2. CONSENT AGENDA:

MOTION: Vice Chair Gregory moved to approve the consent agenda as presented.

SECOND: Commissioner Rahimlou.

DISCUSSION: None.

VOTE: The motion passed unanimously (7-0).

3. PUBLIC HEARINGS:

Chair Hempstead made the following statement:

“Good evening and welcome to the May 5, 2025 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. Development Code Amendment (DCA) 2025-0003 – City of Kennewick, amend KMC 18.12 – Zone Districts & Standards & 18.45 – Planned Residential Developments, move sections from KAC to KMC, remove section from KMC 4.08 – State Environmental Policy Act.

Chair Hempstead opened the public hearing at 6:35 p.m. for Development Code Amendment (DCA) 2025-0003 – City of Kennewick, proposing to amend KMC 18.12 – Zone Districts & Standards & 18.45 – Planned Residential Developments, move sections from KAC to KMC, remove section from KMC 4.08 – State Environmental Policy Act.

Applicant:
City of Kennewick, Community Planning

Mr. Laris described the application, presented the staff report, and recommended the Planning Commission forward a recommendation for approval of DCA-2025-0003 to City Council.

Planning Commission Questions of Staff: Commissioner Rahimlou asked for clarification of SEPA fee.

Testimony in Favor of the Request: None.

Testimony Neutral/Against the Request: None.

Testimony of Those Registered on Virtual Format: None.

Staff Final Comments: None.

Public Testimony Closed at 6:43 p.m.

MOTION: Commissioner Barger moved that the Planning Commission concur with the findings and conclusions in staff report DCA-2025-0003 and recommend approval of the request to City Council.

SECOND: Commissioner Morales.

DISCUSSION: None.

VOTE: The motion passed unanimously (7-0).

a. Development Code Amendment (DCA) 2025-0004 – City of Kennewick, amend Kennewick Municipal Code (KMC) Section 18.42.120 – Minor Variations, by establishing decision making criteria.

Chair Hempstead opened the public hearing at 6:45 pm for Development Code Amendment (DCA) 2025-0004 – City of Kennewick, proposing to amend KMC Section 18.42.120 – Minor Variations, by establishing decision making criteria.

Mr. Donovan described the application, presented the staff report, and recommended the Planning Commission forward a recommendation for approval of DCA-2025-0004 to City Council.

Planning Commission Questions of Staff: Chairman Hempstead asked if this amendment is a housekeeping item to add clarity to the code; Commissioner Rahimlou asked for recent examples.

Testimony in Favor of the Request: None.

Testimony Neutral/Against the Request: None.

Testimony of Those Registered on Virtual Format: None.

Staff Final Comments: None.

Public Testimony Closed at 6:53 p.m.

MOTION: Commissioner Arneson moved that the Planning Commission concur with the findings and conclusions in the staff report DCA-2025-0004 and recommend to City Council approval of the request.

SECOND: Commissioner Barger.

DISCUSSION: None.

VOTE: The motion passed unanimously (7-0).

4. VISITORS NOT ON AGENDA: None.

5. OLD BUSINESS:

a. CITY COUNCIL ACTION UPDATES:

Mr. Muai reported that the City Council approved the April Change of Zone at their meeting on April 15th; for the Middle Housing there will be a City Council workshop on May 13th, with consideration for approval on May 20th City Council regular meeting.

6. NEW BUSINESS: None.

7. REPORTS, COMMENTS, OR DISCUSSION OF COMMISSIONERS AND STAFFBOARD COMMENTS/DISCUSSION:

Chairman Hempstead polled each Planning Commissioner in turn for their comments on the April 22, 2025 joint City Council-Planning Commission workshop; Mr. Muai reported the Comprehensive Plan update deadline has been extended to end of year 2026, in the meantime work is continuing on the public notification and participation; there will be workshops and community open houses & involvement, collaboration with staff, commissioners and the public in the process.

8. ADJOURNMENT: Chair Hempstead concluded the meeting at 7:11 p.m.

Draft

Melinda Didier, CPT

Administrative Assistant, Community Planning

Council Agenda Coversheet	Item Number: 6.b.1. Date: 5/20/2025 Item Type: Ordinance	Category: Ordinance
	Subject: Ordinance: Relating to the State Environmental Policy Act and Amending Section 4.08.540 of the Kennewick Municipal Code (DCA-2025-0003) Department: Community Planning Ordinance #:	

Recommendation
Staff recommends Council adopt the ordinance as presented.

Motion for Consideration
Motion to adopt the ordinance as presented.

Summary
Modify the Kennewick Municipal Code to *(choose any that apply):*
☐ Add new content
☐ Remove content
☒ **Update existing content**

For the Following Purpose(s) *(choose any that apply):*
☒ **To bring the KMC into compliance with state, federal, or other regulations**
☒ **To transition public-facing regulations from the KAC**
☐ To remove redundant or obsolete content

These Changes Involve the Following Department(s) *(choose any that apply):*

☐ Citywide ☐ Finance ☒ **Planning**
☐ City Manager ☐ Fire ☐ Police
☐ City Attorney ☐ Information Technology ☐ Public Works
☐ Executive Services ☐ Parks, Recreation & Facilities

Summary of Changes:
This amendment to the Kennewick Municipal Code is aimed at fully transitioning content from the Kennewick Administrative Code (KAC 10.16). This ordinance not only incorporates language from the KAC but also removes the \$25 fee that has been identified as redundant concerning SEPA fees.

Benefits of the Proposed Amendment:

- **Clarification:** Approval of this amendment will enhance clarity for sections of the KMC that were previously only available in the KAC.
- **Efficiency:** It streamlines the process by eliminating redundant language associated with the collection of fees for reviewing SEPA checklists.

This proposal was considered by the Kennewick Planning Commission on May 5, 2025. There was no public comment either in support of or against the proposed amendment. The Planning Commission unanimously voted 7 to 0 to recommend approval of DCA-2025-0003 to City Council.

Alternatives
No alternatives are recommended.

Fiscal Impact

Attachments:

- | |
|---|
| <ol style="list-style-type: none">1. Ordinance2. Redline |
|---|

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO THE STATE ENVIRONMENTAL POLICY
ACT AND AMENDING SECTION 4.08.540 OF THE KENNEWICK
MUNICIPAL CODE

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

Section 1. Section 4.08.540 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

4.08.540: Fees.

The following fees will be charged:

- (1) Environmental Impact Statement.
 - (a) When the City is the lead agency for a proposal requiring an EIS and the Responsible Official determines that the EIS will be prepared by employees of the City, the City will charge and collect a reasonable fee from the applicant to cover its costs. The Responsible Official will advise the applicant of the projected costs and obtain security for them.
 - (b) When the Responsible Official determines that the City will contract for the preparation of an EIS, he will charge costs directly to the applicant. Consultants will be selected by mutual agreement of the City and applicant after a call for proposals. The Responsible Official will obtain security for the costs.
 - (c) If a proposal is modified so that an EIS is no longer required, the Responsible Official will refund any fees collected under (a) or (b) of this subsection which remain after incurred costs are paid.
- (2) The City will collect a reasonable fee from an applicant to cover the cost of meeting the public notice requirements of this chapter.
- (3) The City will not collect a fee for performing its duties as a consulted agency.
- (4) The City will charge for copies and for mailing.

(Ord. 25-_____ Sec. 1, 2025; Ord. 2873 Sec. 1(part), 1984; Ord. 2486 Sec. 1, 1980)

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, and
signed in authentication of its passage this 20th day of May 2025.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO STATE ENVIRONMENTAL POLICY ACT
AND AMENDING SECTION 4.08.540 OF THE KENNEWICK MUNICIPAL
CODE

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

Section 1. Section 4.08.540 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

4.08.540: Fees.

The following fees will be charged:

- ~~(1) — Threshold Determination. The City will collect \$25.00 from the proponent before undertaking a threshold determination. The time for making a threshold determination does not begin to run until payment of the fee.~~
- (1 2)** Environmental Impact Statement.
 - (a) When the City is the lead agency for a proposal requiring an EIS and the Responsible Official determines that the EIS will be prepared by employees of the City, the City will charge and collect a reasonable fee from the applicant to cover its costs. The Responsible Official will advise the applicant of the projected costs and obtain security for them.
 - (b) When the Responsible Official determines that the City will contract for the preparation of an EIS, he will charge costs directly to the applicant. Consultants will be selected by mutual agreement of the City and applicant after a call for proposals. The Responsible Official will obtain security for the costs.
 - (c) If a proposal is modified so that an EIS is no longer required, the Responsible Official will refund any fees collected under (a) or (b) of this subsection which remain after incurred costs are paid.
- ~~(2 3)~~ The City will collect a reasonable fee from an applicant to cover the cost of meeting the public notice requirements of this chapter.
- ~~(3 4)~~ The City will not collect a fee for performing its duties as a consulted agency.
- ~~(4 5)~~ The City will charge for copies and for mailing.

| (Ord. 25-_____ Sec. 1, 2025; Ord. 2873 Sec. 1(part), 1984; Ord. 2486 Sec. 1, 1980)

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, and
signed in authentication of its passage this  day of May, 2025.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet 	Item Number: 6.b.2. Date: 5/20/2025 Item Type: Ordinance Subject: Ordinance: Relating to Zoning and Amending Section 18.12.250 of the Kennewick Municipal Code (DCA-2025-0003) Department: Community Planning Ordinance #:	Category: Ordinance
<u>Recommendation</u> Staff recommends Council adopt the ordinance as presented. <u>Motion for Consideration</u> Motion to adopt the ordinance as presented. <u>Summary</u> Modify the Kennewick Municipal Code to <i>(choose any that apply):</i> ☐ Add new content ☐ Remove content ☒ Update existing content For the Following Purpose(s) <i>(choose any that apply):</i> ☐ To bring the KMC into compliance with state, federal, or other regulations ☒ To transition public-facing regulations from the KAC ☐ To remove redundant or obsolete content These Changes Involve the Following Department(s) <i>(choose any that apply):</i> ☐ Citywide ☐ Finance ☒ X Planning ☐ City Manager ☐ Fire ☐ Police ☐ City Attorney ☐ Information Technology ☐ Public Works ☐ Executive Services ☐ Parks, Recreation & Facilities <u>Summary of Changes:</u> This amendment to the Kennewick Municipal Code is aimed at transitioning regulatory content from the Kennewick Administrative Code Section 10-20-055(3) to KMC 18.12.250. This change specifies that a building permit may be required for temporary and parking lot businesses. This proposal was considered by the Kennewick Planning Commission on May 5, 2025, as part of Development Code Amendment DCA-2025-0003, (which also includes updates to KMC Titles 4.08 and 18.45). There was no public comment either in support of or against the proposed amendments. The Planning Commission unanimously voted 7 to 0 to recommend approval to City Council. <u>Alternatives</u> No alternatives are recommended. <u>Fiscal Impact</u> None		
<u>Attachments:</u> 1. Ordinance 2. Redline		

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO ZONE DISTRICTS AND STANDARDS
AND AMENDING SECTION 18.12.250 OF THE KENNEWICK MUNICIPAL
CODE

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

Section 1. Section 18.12.250 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

18.12.250: Temporary and Parking Lot Businesses.

- (1) General requirements:
 - (a) A City of Kennewick business license is required;
 - (b) The use of City property requires approval of a lease, background check, a hold harmless agreement and an insurance policy naming the City of Kennewick as an additional insured in the amount of \$1,000,000.00; or
 - (c) The use of City property requires approval of a lease, background check, a hold harmless agreement, and an insurance policy naming the City of Kennewick as an additional insured in an amount approved by the City Attorney;
 - (d) Operation in a city park also requires approval of a concessionaires permit;
 - (e) Any business-related discharge into the sanitary or storm sewer systems requires the written approval of the Public Works Director;
 - (f) Written approval from the Benton-Franklin County Health District is required if food is served or if restrooms are required;
 - (g) Buildings must be on a permanent perimeter foundation or otherwise fastened and designed to secure the structure for a minimum of a 70-mile per hour wind load;
 - (h) The Fire Marshall must review and approve the use of a tent for applicable requirements of the Uniform Fire Code;
 - (i) No structure or temporary use may be within five feet of any right-of-way. Sight distance triangles must be observed;
 - (j) There must be adequate off-street parking provided in accord with KMC 18.36. The site must be paved or graveled;
 - (k) If on the same parcel as an existing business the minimum off-street parking for the primary business must be maintained;

- (l) The temporary business must submit an accurate site plan drawn to scale depicting the following:
 - (i) The parcel lines and right-of-way lines;
 - (ii) The boundaries of the portion of the property to be used by the temporary business;
 - (iii) The parking area, which is to be used by the temporary business and the driveways to be used for access;
 - (iv) Drive areas must remain open and all pedestrian walkways must remain passable;
 - (v) The location and dimension of existing structures as well as the location and dimension of all structures, vehicles, and signs to be used by the temporary business;
 - (vi) How any temporary on-site residency and sanitation is to be accommodated;
 - (vii) Proposed operating hours.
- (m) The business license must list the Washington state tax number including the City's location code number;
- (n) All signs, circulars, and other advertising material must be removed within three days of the termination of the business;
- (o) There must be adequate provisions made for dust and litter control;
- (p) The applicant must submit the property owner's written consent for the use of premises;
- (q) All electrical facilities must be inspected and approved by the Washington State Department of Labor and Industries;
- (r) Temporary businesses must conform to the noise standards set forth in KMC 9.52;
- (s) The applicant must show evidence of any required State licenses with the application for a business license;
- (t) No business shall be located in the parking area immediately adjacent to the entrance to another business without the written permission of the affected business owner;
- (u) All temporary and parking lot businesses that cannot demonstrate legal non-conforming status must be in compliance with the requirements of the section within one year from the date of adoption;
- (v) No vision obstructions within the vision clearance triangle are permitted.
- (w) A building permit may be required.
- (2) Permanent small building businesses:
 - (a) Must meet all applicable regulations including, but not limited to: parking, landscaping, and signage;

- (b) Businesses with drive through windows must have a minimum of six stacking stalls per KMC 18.36.060;
 - (c) Businesses with outdoor (or under-tent) seating must meet the applicable requirements of the International Building Code for employee and customer restrooms;
 - (d) The business must be connected to public water and sewerage systems.
- (3) Long-term temporary stands:
 - (a) Shall locate in Kennewick for a maximum of 180 consecutive days annually;
 - (b) The structure used must be removed within ten days of the business closing for the year;
 - (c) The business must operate from a structure;
 - (d) Shall locate only in the CC, CAR, CG, CR, UMU and IL zoning districts.
- (4) Short-term temporary stands:
 - (a) The business must operate from a structure;
 - (b) The structure used must be removed within three days of the business closing for the year;
 - (c) The business shall locate for no more than two non-consecutive 30-day periods within one calendar year at any one location;
 - (d) All short-term temporary businesses must be on the same parcel and secondary to a principle permitted use, locate within a zone that allows public and quasi-public uses and must comply with all regulations, including permitted use, appertaining to that district except as modified by this section.
- (5) Vehicle based food businesses:
 - (a) Allowed in CO, CBD, CC, CAR, CG, CM, CR, UMU, BP, IL, IH, OS, and PF zoning districts;
 - (b) Standing. No vehicle based business operator shall stand or allow their vehicle to stand upon any public way for more than one hour in any one place, except as otherwise permitted;
 - (c) The business shall not function as a drive-through.
 - (d) Vehicle based food businesses may operate without a maximum time limit and have outdoor seating;
 - (e) In determining whether or not the proposed location would be permitted, the following criteria shall be considered:

- (i) The type and intensity of the proposed use and the type and intensity of existing uses;
 - (ii) The width of the sidewalk, pedestrian plaza or parking lot in which it is to be located;
 - (iii) The proximity and location of existing street furniture, including, but not limited to, signposts, lampposts, bus shelters, benches, phone booths, trees, newsstands, as well as the presence of bus stops and truck loading areas;
 - (iv) Established or proposed pedestrian and vehicular traffic patterns;
 - (v) The number of vehicle based food businesses in a given area;
 - (vi) Other factors deemed relevant by the approving authority, consistent with the purpose of this chapter and intent of the subarea zone proposed for the use.
 - (vii) The vehicle based food business shall be placed in a parking area that must be surfaced with asphalt or Portland cement binder pavement to provide a durable and dustless surface.
- (f) In addition to the requirements to establish compliance with KMC "Temporary and Parking Lot Business" General Requirement 18.12.250(1) and other codes as applicable, the following items specific to Vehicle Based Food Businesses are required:
- (i) Site plan including outdoor seating layout.
 - (ii) Restroom agreement.
 - (iii) Discharge plan for used oils and graywater.
- (g) Vehicles must be currently licensed, operable, and able to leave a site at any time, towables are permitted.
- (h) No vehicle based food vendor shall locate his or her vehicle or other conveyance in such a manner as to cause a traffic hazard.
- (i) No vehicle based food vendor shall obstruct or cause to be obstructed the passage of a sidewalk, street, avenue, alley or any other public place by causing people to congregate at or near the place where food is being sold or offered for sale.
- (j) The vending site shall be kept clean and orderly at all times, and the vendor must provide a refuse container and is encouraged to provide containers for recycling. Refuse, debris, and liquid spills by any person using the business location shall be cleaned up daily, and refuse containers emptied on a regular basis.
- (k) Support equipment and accessories shall generally be self-contained within the vendor unit and site. Support equipment and accessories, including accessory seating and tables, must not be placed so as to impede pedestrian or vehicular traffic or distract from the pedestrian experience.

- (l) Outdoor equipment shall be low maintenance and cleanable, durable, and preferably painted or of noncorrosive metal.
 - (m) No portion of a vendor's inventory, sales equipment, or any other structure or equipment used in the sales or solicitation process shall be left overnight upon any unenclosed portion of any lot or site within the City, nor upon any public street or right-of-way.
 - (n) The City reserves the right to limit the number of vehicle based food vendors in any given area of the Bridge to Bridge River to Rail Subarea. City review may consider the needs of the public, diversity of products offered for sale, the smooth flow of pedestrian and vehicular traffic, number of complaints, and locations where vendors are located.
 - (o) At the conclusion of business activities at a given location, the vehicle, ancillary equipment, and debris generated by the vendor's business activities shall be removed and the site and public area surrounding it cleaned.
 - (p) Any violations of the conditions contained herein, would result in the revocation of the business license.
- (6) Cart businesses:
- (a) The cart must be stored indoors or off-site when not open for business;
 - (b) Allowed in CN, CO, CBD, CC, CAR, CG, CM, CR, UMU, BP, IL, IH, OS, and PF zoning districts;
 - (c) Operation in a city park also requires approval of a concessionaires permit;
 - (d) Standing. No cart-based business operator shall stand or allow their vehicle to stand upon any public way for more than eight hours in any one place;
 - (e) The business shall not function as a drive through.
- (7) Trade shows, circuses, carnivals, outdoor concerts, bazaars, festivals, or similar temporary uses including religious meetings, rallies, and revival tents must obtain a permit in accord with Chapter 6.47. The use must comply with the following:
- (a) The use will be allowed for no more than two non-consecutive ten-day periods annually;
 - (b) No structure or activity shall be within 300 feet of a residential district. The activity must not seriously interfere with traffic, emergency services, or other normal City operations. Adequate off-street parking as well as access must be provided;
 - (c) Residential districts must be shielded from disruptive sounds and noises;
 - (d) Provisions must be made for the control of dust and litter;
 - (e) Parking Facilities. The applicant shall submit a plan showing adequate parking facilities on or adjacent to the location where the event is to be held. At least one parking space for every four persons expected to attend shall

be provided. All parking facilities shall be off the public rights-of-way and adequate ingress and egress shall be provided to and from the area to facilitate the movement of vehicles. If non-adjacent parking facilities are approved, the permittee shall provide shuttle bus service on a no-charge basis;

- (f) Traffic Control. The License Officer shall ensure that adequate traffic and crowd control has been provided;
 - (g) Traffic and crowd control personnel shall be approved by the License Officer. One traffic control officer and one crowd control officer may be required if more than 200 people can reasonably be expected to attend the event, and more may be required if conditions warrant. The cost of crowd and traffic control must be borne by the permittee. If at any time the size of the crowd exceeds by 20 percent the number of people represented by the permittee to be in attendance, the License Officer may require the permittee to limit further attendance;
 - (h) Temporary Accommodations. If temporary campsites, trailer parks, or other accommodations are provided, adequate sanitary facilities must be provided and minimum fire safety standards must be met. Adequate access and parking must be established, and provisions made for the maintenance of order and security at all times; and
 - (i) No outdoor musical assembly or similar activity shall be conducted between the hours of 12:00 A.M. and 9:00 A.M., nor circus or carnival between 2:00 A.M. and 9:00 A.M., and permittee shall clear the licensed area no later than 1:00 A.M. or 3:00 A.M. respectively.
- (8) Seasonal and non-seasonal merchandise in conjunction with an existing business:
- (a) Outdoor display and sales of general merchandise are allowed for no more than three non-consecutive ten-day periods annually when conducted in the parking area;
 - (b) Outdoor display and sales of automobiles, recreational vehicles, boats, and similar vehicles are allowed for no more than 12 non-consecutive five-day periods annually when conducted in the parking area;
 - (c) Where vehicles are displayed for sale the transaction must occur within the City of Kennewick;
 - (d) Outdoor display and sales of seasonal merchandise is allowed for a maximum of 90 consecutive days annually; and
 - (e) Merchandise display areas must meet minimum required setbacks in conformance with the Uniform Fire Code.

(Ord. 25-_____ Sec. 1, 2025; Ord. No. 5755, § 1, 2018; Ord. 5712 Sec. 7, 2017; Ord. 5671 Sec. 1, 2016; Ord. 5663 Sec. 1, 2016; Ord. 5434 Sec. 7, 2012; Ord. 5431 Sec. 1, 2012; Ord. 5180 Sec. 1, 2007)

ORDINANCE 25-_____ - Page 6

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, and signed in authentication of its passage this 20th day of May, 2025.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO ZONE DISTRICTS AND STANDARDS
AND AMENDING SECTION 18.12.250 OF THE KENNEWICK MUNICIPAL
CODE

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

Section 1. Section 18.12.250 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

18.12.250: Temporary and Parking Lot Businesses.

- (1) General requirements:
 - (a) A City of Kennewick business license is required;
 - (b) The use of City property requires approval of a lease, background check, a hold harmless agreement and an insurance policy naming the City of Kennewick as an additional insured in the amount of \$1,000,000.00; or
 - (c) The use of City property requires approval of a lease, background check, a hold harmless agreement, and an insurance policy naming the City of Kennewick as an additional insured in an amount approved by the City Attorney;
 - (d) Operation in a city park also requires approval of a concessionaires permit;
 - (e) Any business-related discharge into the sanitary or storm sewer systems requires the written approval of the Public Works Director;
 - (f) Written approval from the Benton-Franklin County Health District is required if food is served or if restrooms are required;
 - (g) Buildings must be on a permanent perimeter foundation or otherwise fastened and designed to secure the structure for a minimum of a 70-mile per hour wind load;
 - (h) The Fire Marshall must review and approve the use of a tent for applicable requirements of the Uniform Fire Code;
 - (i) No structure or temporary use may be within five feet of any right-of-way. Sight distance triangles must be observed;
 - (j) There must be adequate off-street parking provided in accord with KMC 18.36. The site must be paved or graveled;
 - (k) If on the same parcel as an existing business the minimum off-street parking for the primary business must be maintained;

- (l) The temporary business must submit an accurate site plan drawn to scale depicting the following:
 - (i) The parcel lines and right-of-way lines;
 - (ii) The boundaries of the portion of the property to be used by the temporary business;
 - (iii) The parking area, which is to be used by the temporary business and the driveways to be used for access;
 - (iv) Drive areas must remain open and all pedestrian walkways must remain passable;
 - (v) The location and dimension of existing structures as well as the location and dimension of all structures, vehicles, and signs to be used by the temporary business;
 - (vi) How any temporary on-site residency and sanitation is to be accommodated;
 - (vii) Proposed operating hours.
- (m) The business license must list the Washington state tax number including the City's location code number;
- (n) All signs, circulars, and other advertising material must be removed within three days of the termination of the business;
- (o) There must be adequate provisions made for dust and litter control;
- (p) The applicant must submit the property owner's written consent for the use of premises;
- (q) All electrical facilities must be inspected and approved by the Washington State Department of Labor and Industries;
- (r) Temporary businesses must conform to the noise standards set forth in KMC 9.52;
- (s) The applicant must show evidence of any required State licenses with the application for a business license;
- (t) No business shall be located in the parking area immediately adjacent to the entrance to another business without the written permission of the affected business owner;
- (u) All temporary and parking lot businesses that cannot demonstrate legal non-conforming status must be in compliance with the requirements of the section within one year from the date of adoption;
- (v) No vision obstructions within the vision clearance triangle are permitted.
- (w) A building permit may be required.
- (2) Permanent small building businesses:
 - (a) Must meet all applicable regulations including, but not limited to: parking, landscaping, and signage;

- (b) Businesses with drive through windows must have a minimum of six stacking stalls per KMC 18.36.060;
 - (c) Businesses with outdoor (or under-tent) seating must meet the applicable requirements of the International Building Code for employee and customer restrooms;
 - (d) The business must be connected to public water and sewerage systems.
- (3) Long-term temporary stands:
 - (a) Shall locate in Kennewick for a maximum of 180 consecutive days annually;
 - (b) The structure used must be removed within ten days of the business closing for the year;
 - (c) The business must operate from a structure;
 - (d) Shall locate only in the CC, CAR, CG, CR, UMU and IL zoning districts.
- (4) Short-term temporary stands:
 - (a) The business must operate from a structure;
 - (b) The structure used must be removed within three days of the business closing for the year;
 - (c) The business shall locate for no more than two non-consecutive 30-day periods within one calendar year at any one location;
 - (d) All short-term temporary businesses must be on the same parcel and secondary to a principle permitted use, locate within a zone that allows public and quasi-public uses and must comply with all regulations, including permitted use, appertaining to that district except as modified by this section.
- (5) Vehicle based food businesses:
 - (a) Allowed in CO, CBD, CC, CAR, CG, CM, CR, UMU, BP, IL, IH, OS, and PF zoning districts;
 - (b) Standing. No vehicle based business operator shall stand or allow their vehicle to stand upon any public way for more than one hour in any one place, except as otherwise permitted;
 - (c) The business shall not function as a drive-through.
 - (d) Vehicle based food businesses may operate without a maximum time limit and have outdoor seating;
 - (e) In determining whether or not the proposed location would be permitted, the following criteria shall be considered:

- (i) The type and intensity of the proposed use and the type and intensity of existing uses;
 - (ii) The width of the sidewalk, pedestrian plaza or parking lot in which it is to be located;
 - (iii) The proximity and location of existing street furniture, including, but not limited to, signposts, lampposts, bus shelters, benches, phone booths, trees, newsstands, as well as the presence of bus stops and truck loading areas;
 - (iv) Established or proposed pedestrian and vehicular traffic patterns;
 - (v) The number of vehicle based food businesses in a given area;
 - (vi) Other factors deemed relevant by the approving authority, consistent with the purpose of this chapter and intent of the subarea zone proposed for the use.
 - (vii) The vehicle based food business shall be placed in a parking area that must be surfaced with asphalt or Portland cement binder pavement to provide a durable and dustless surface.
- (f) In addition to the requirements to establish compliance with KMC "Temporary and Parking Lot Business" General Requirement 18.12.250(1) and other codes as applicable, the following items specific to Vehicle Based Food Businesses are required:
- (i) Site plan including outdoor seating layout.
 - (ii) Restroom agreement.
 - (iii) Discharge plan for used oils and graywater.
- (g) Vehicles must be currently licensed, operable, and able to leave a site at any time, towables are permitted.
- (h) No vehicle based food vendor shall locate his or her vehicle or other conveyance in such a manner as to cause a traffic hazard.
- (i) No vehicle based food vendor shall obstruct or cause to be obstructed the passage of a sidewalk, street, avenue, alley or any other public place by causing people to congregate at or near the place where food is being sold or offered for sale.
- (j) The vending site shall be kept clean and orderly at all times, and the vendor must provide a refuse container and is encouraged to provide containers for recycling. Refuse, debris, and liquid spills by any person using the business location shall be cleaned up daily, and refuse containers emptied on a regular basis.
- (k) Support equipment and accessories shall generally be self-contained within the vendor unit and site. Support equipment and accessories, including accessory seating and tables, must not be placed so as to impede pedestrian or vehicular traffic or distract from the pedestrian experience.

- (l) Outdoor equipment shall be low maintenance and cleanable, durable, and preferably painted or of noncorrosive metal.
 - (m) No portion of a vendor's inventory, sales equipment, or any other structure or equipment used in the sales or solicitation process shall be left overnight upon any unenclosed portion of any lot or site within the City, nor upon any public street or right-of-way.
 - (n) The City reserves the right to limit the number of vehicle based food vendors in any given area of the Bridge to Bridge River to Rail Subarea. City review may consider the needs of the public, diversity of products offered for sale, the smooth flow of pedestrian and vehicular traffic, number of complaints, and locations where vendors are located.
 - (o) At the conclusion of business activities at a given location, the vehicle, ancillary equipment, and debris generated by the vendor's business activities shall be removed and the site and public area surrounding it cleaned.
 - (p) Any violations of the conditions contained herein, would result in the revocation of the business license.
- (6) Cart businesses:
- (a) The cart must be stored indoors or off-site when not open for business;
 - (b) Allowed in CN, CO, CBD, CC, CAR, CG, CM, CR, UMU, BP, IL, IH, OS, and PF zoning districts;
 - (c) Operation in a city park also requires approval of a concessionaires permit;
 - (d) Standing. No cart-based business operator shall stand or allow their vehicle to stand upon any public way for more than eight hours in any one place;
 - (e) The business shall not function as a drive through.
- (7) Trade shows, circuses, carnivals, outdoor concerts, bazaars, festivals, or similar temporary uses including religious meetings, rallies, and revival tents must obtain a permit in accord with Chapter 6.47. The use must comply with the following:
- (a) The use will be allowed for no more than two non-consecutive ten-day periods annually;
 - (b) No structure or activity shall be within 300 feet of a residential district. The activity must not seriously interfere with traffic, emergency services, or other normal City operations. Adequate off-street parking as well as access must be provided;
 - (c) Residential districts must be shielded from disruptive sounds and noises;
 - (d) Provisions must be made for the control of dust and litter;
 - (e) Parking Facilities. The applicant shall submit a plan showing adequate parking facilities on or adjacent to the location where the event is to be held. At least one parking space for every four persons expected to attend shall

be provided. All parking facilities shall be off the public rights-of-way and adequate ingress and egress shall be provided to and from the area to facilitate the movement of vehicles. If non-adjacent parking facilities are approved, the permittee shall provide shuttle bus service on a no-charge basis;

- (f) Traffic Control. The License Officer shall ensure that adequate traffic and crowd control has been provided;
 - (g) Traffic and crowd control personnel shall be approved by the License Officer. One traffic control officer and one crowd control officer may be required if more than 200 people can reasonably be expected to attend the event, and more may be required if conditions warrant. The cost of crowd and traffic control must be borne by the permittee. If at any time the size of the crowd exceeds by 20 percent the number of people represented by the permittee to be in attendance, the License Officer may require the permittee to limit further attendance;
 - (h) Temporary Accommodations. If temporary campsites, trailer parks, or other accommodations are provided, adequate sanitary facilities must be provided and minimum fire safety standards must be met. Adequate access and parking must be established, and provisions made for the maintenance of order and security at all times; and
 - (i) No outdoor musical assembly or similar activity shall be conducted between the hours of 12:00 A.M. and 9:00 A.M., nor circus or carnival between 2:00 A.M. and 9:00 A.M., and permittee shall clear the licensed area no later than 1:00 A.M. or 3:00 A.M. respectively.
- (8) Seasonal and non-seasonal merchandise in conjunction with an existing business:
- (a) Outdoor display and sales of general merchandise are allowed for no more than three non-consecutive ten-day periods annually when conducted in the parking area;
 - (b) Outdoor display and sales of automobiles, recreational vehicles, boats, and similar vehicles are allowed for no more than 12 non-consecutive five-day periods annually when conducted in the parking area;
 - (c) Where vehicles are displayed for sale the transaction must occur within the City of Kennewick;
 - (d) Outdoor display and sales of seasonal merchandise is allowed for a maximum of 90 consecutive days annually; and
 - (e) Merchandise display areas must meet minimum required setbacks in conformance with the Uniform Fire Code.

(Ord. 25-_____ Sec. 1, 2025; Ord. No. 5755, § 1, 2018; Ord. 5712 Sec. 7, 2017; Ord. 5671 Sec. 1, 2016; Ord. 5663 Sec. 1, 2016; Ord. 5434 Sec. 7, 2012; Ord. 5431 Sec. 1, 2012; Ord. 5180 Sec. 1, 2007)

ORDINANCE 25-_____ - Page 6

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, and signed in authentication of its passage this 20th day of May, 2025.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet 	Item Number: 6.b.3. Date: 5/20/2025 Item Type: Ordinance Subject: Ordinance: Relating to Zoning and Amending Section 18.45.010 of the Kennewick Municipal Code (DCA-2025-0003). Department: Community Planning Ordinance #:	Category: Ordinance
<u>Recommendation</u> Staff recommends Council adopt the ordinance as presented. <u>Motion for Consideration</u> Motion to adopt the ordinance as presented. <u>Summary</u> Modify the Kennewick Municipal Code to (choose any that apply): ☐ Add new content ☐ Remove content ☒ Update existing content For the Following Purpose(s) (choose any that apply): ☐ To bring the KMC into compliance with state, federal, or other regulations ☒ To transition public-facing regulations from the KAC ☐ To remove redundant or obsolete content These Changes Involve the Following Department(s) (choose any that apply): ☐ Citywide ☐ Finance ☒ X Planning ☐ City Manager ☐ Fire ☐ Police ☐ City Attorney ☐ Information Technology ☐ Public Works ☐ Executive Services ☐ Parks, Recreation & Facilities <u>Summary of Changes:</u> This amendment to the Kennewick Municipal Code is aimed at transitioning regulatory content from the Kennewick Administrative Code Section 10-40-050 to KMC 18.45.010. This change specifies that planned residential developments are treated as changes-of-zones and are analyzed in terms of their overall benefits to the City as a whole. They are not intended to provide solutions to isolated or unique circumstances of a personal nature. This proposal was considered by the Kennewick Planning Commission on May 5, 2025, as part of Development Code Amendment DCA-2025-0003. There was no public comment either in support of or against the proposed amendment. The Planning Commission unanimously voted 7 to 0 to recommend approval to City Council. <u>Alternatives</u> No alternatives recommended. <u>Fiscal Impact</u> None		
<u>Attachments:</u> 1. Ordinance 2. Redline		

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO PLANNED RESIDENTIAL
DEVELOPMENTS AND AMENDING SECTION 18.45.010 OF THE
KENNEWICK MUNICIPAL CODE

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

Section 1. Section 18.45.010 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

18.45.010: Purpose.

It is the purpose of this chapter to:

- (1) Encourage imaginative design and the creation of permanent open space by permitting greater flexibility in zoning requirements than is generally permitted by other sections of the Kennewick Municipal Code ("KMC");
- (2) Preserve or create environmental amenities superior to those generally found in conventional developments;
- (3) Create or preserve usable open space for the enjoyment of the residents;
- (4) Preserve, to the greatest extent possible, the natural characteristics of the land, including, but not limited to, topography, natural vegetation, waterways, and views;
- (5) Encourage development of a variety of housing types; and
- (6) Provide for maximum efficiency in the layout of streets, utility networks and other public improvements and infrastructure.
- (7) Planned residential developments are treated as changes-of-zones and are analyzed in terms of their overall benefits to the City as a whole. They are not intended to provide solutions to isolated or unique circumstances of a personal nature.

(Ord. 25-_____ Sec. 2, 2025; Ord. 5501 Sec. 1(part), 2013)

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, and
signed in authentication of its passage this 20th day of May, 2025.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO PLANNED RESIDENTIAL
DEVELOPMENTS AND AMENDING SECTION 18.45.010 OF THE
KENNEWICK MUNICIPAL CODE

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

Section 1. Section 18.45.010 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

18.45.010: Purpose.

It is the purpose of this chapter to:

- (1) Encourage imaginative design and the creation of permanent open space by permitting greater flexibility in zoning requirements than is generally permitted by other sections of the Kennewick Municipal Code ("KMC");
- (2) Preserve or create environmental amenities superior to those generally found in conventional developments;
- (3) Create or preserve usable open space for the enjoyment of the residents;
- (4) Preserve, to the greatest extent possible, the natural characteristics of the land, including, but not limited to, topography, natural vegetation, waterways, and views;
- (5) Encourage development of a variety of housing types; and
- (6) Provide for maximum efficiency in the layout of streets, utility networks and other public improvements and infrastructure.
- (7) Planned residential developments are treated as changes-of-zones and are analyzed in terms of their overall benefits to the City as a whole. They are not intended to provide solutions to isolated or unique circumstances of a personal nature.

(Ord. 25-_____ Sec. 2, 2025; Ord. 5501 Sec. 1(part), 2013)

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, and
signed in authentication of its passage this 20th day of May, 2025.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Item Number: 6.c. Date: 5/20/2025	Category: Ordinance
	Item Type: Ordinance Subject: Ordinance: Transitioning Public-Facing Planning Regulations from the Kennewick Administrative Code to the Kennewick Municipal Code 18.42.120 - Minor Variations (DCA-2025-0004) Department: Community Planning Ordinance #:	

Recommendation

The Planning Commission recommends that City Council concur with the findings and conclusions contained in the staff report and approve Development Code Amendment, DCA-2025-0004.

Motion for Consideration

Motion to adopt the ordinance as presented.

Summary

Modify the Kennewick Municipal Code to (choose any that apply):

☐ Add new content

☐ Remove content

☒ **Update existing content**

For the Following Purpose(s) (choose any that apply):

☐ To bring the KMC into compliance with state, federal, or other regulations

☒ **To transition public-facing regulations from the KAC**

☐ To remove redundant or obsolete content

These Changes Involve the Following Department(s) (choose any that apply):

☐ Citywide

☐ Finance

☒ **Planning**

☐ City Manager

☐ Fire

☐ Police

☐ City Attorney

☐ Information Technology

☐ Public Works

☐ Executive Services

☐ Parks, Recreation & Facilities

Summary of Changes:

At the hearing, staff described how the proposed criteria were in the Kennewick Administrative Code (KAC) Section 10-70-070, which provides policy guidance for staff. Over the past few months, City departments have been reviewing the KAC to determine what, if any parts of it, should be added to the Kennewick Municipal Code (KMC).

It is the staff's opinion that the proposed amendments will provide clarity to the decision-making process for both staff and the public. Review of Minor Variation applications will remain administrative, and the proposed amendments are not site-specific.

No testimony, in favor or against the amendment, was submitted at the hearing. The Planning Commission asked for the most recent examples of the types of Minor Variations that are being requested.

The Planning Commission voted 7 to 0 to recommend approval of the amendment to City Council.

Alternatives

None Recommended.

Fiscal Impact

None

Attachments:

1. Ordinance
2. Redline
3. Presentation
4. Staff Report
5. PC Action Summary
6. Minutes - Draft

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO LAND USE PERMITS AND AMENDING
SECTION 18.42.120 OF THE KENNEWICK MUNICIPAL CODE

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

Section 1. Section 18.42.120 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

18.42.120: - Minor Variations

The Planning Director may approve, without notice, a reduction in lot area, setback and width and an increase in lot coverage and building height, none of which exceeds ten percent of the standards of the zone in which the use is located. Minor variations are subject to all conditions listed in Section 18.54.050. They will generally not be approved if an application is for a self-created hardship. Minor variations may not allow an increase in the number of dwelling units on a parcel nor permit a reduction in lot area of any lot created after January 1, 1977. If the Planning Director denies a minor variation, the applicant may apply for a variance to the Hearing Examiner (18.54.070).

(Ord. 25-_____ Sec. 1, 2025; Ord. 5322 Sec. 51, 2010; 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, and
signed in authentication of its passage this 20th day of May, 2025.

Attest:

GRETL J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

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amended to read as follows:

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Attest:

GRETL J. CRAWFORD, Mayor

KRISTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

City Council Meeting

Development Code Amendment DCA-2025-0004

May 20, 2025

23



Application Summary

Applicant(s): City of Kennewick

Proposal: To amend Kennewick Municipal Code (KMC) Chapter 18.42.010 - Minor Variations. Establish decision making criteria for Minor Variations and remove the criteria listing from the Kennewick Administrative Code.

Proposed Amendments

The following amendments are proposed:

- ◆ The Planning Director may approve, without notice, a reduction in lot area, setback and width and an increase in lot coverage and building height, none of which exceeds ten percent of the standards of the zone in which the use is located. Minor variations are subject to all conditions listed in Section 18.54.050. They will generally not be approved if an application is for a self-created hardship. Minor variations may not allow an increase in the number of dwelling units on a parcel nor permit a reduction in lot area of any lot created after January 1, 1977. If the Planning Director denies a minor variation, the applicant may apply for a variance to the Hearing Examiner (18.54.070).

Decision Making Criteria

- ◆ The conditions of approval in KMC Section 18.54.050 - Findings for Variance, read as follows:
 - (1) The variance will not constitute a grant of special privilege inconsistent with the limitation upon uses of other properties in the vicinity and zone in which the property, on behalf of which the application was filed, is located; and
 - (2) That such variance is necessary because of special circumstances relating to the size, shape, topography, location, or surroundings of the subject property, to provide it with use rights and privileges permitted to other properties in the vicinity and in the zone in which the subject property is located; and
 - (3) That the granting of the variance will not be materially detrimental to the public welfare or injurious to the property or improvements in the vicinity and zone in which the subject property is situated.

Hearing Summary

- ◆ The Planning Commission held a public hearing for the proposed amendment on May 5, 2025.
- ◆ No public testimony, for or against, was provided at the hearing.
- ◆ The Planning Commission asked for the most recent examples of the types of Minor Variations that are being requested.
- ◆ The Planning Commission voted 7 to 0 to recommend approval of the amendment.

Recommendation

The Planning Commission recommends approval of Development Code Amendment DCA-2025-0004 to City Council.



COMMUNITY PLANNING DEPARTMENT

STAFF REPORT AND RECOMMENDATION TO
THE PLANNING COMMISSION

FILE NO: DCA-2025-0004

Public Hearing Date: May 5, 2025

Proposal: Amend Kennewick Municipal Code (KMC) Section 18.42.120 – Minor Variations to establish decision making criteria.

Applicant: City of Kennewick

Staff Contact: Steve Donovan, Planning Manager

Background:

City staff has been reviewing the Kennewick Administrative Code (KAC) to see what portions should be adopted into the KMC. Planning Staff has determined that the proposed amendment will provide guidance to the public and staff when reviewing Minor Variations.

Proposal:

Staff has proposed the following amendments (underlined and in red) to KMC Section 18.42.120 – Minor Variations:

The Planning Director may approve, without notice, a reduction in lot area, setback and width and an increase in lot coverage and building height, none of which exceeds ten percent of the standards of the zone in which the use is located. Minor variations are subject to all conditions listed in Section 18.54.050. They will generally not be approved if an application is for a self-created hardship. Minor variations may not allow an increase in the number of dwelling units on a parcel nor permit a reduction in lot area of any lot created after January 1, 1977. If the Planning Director denies a minor variation, the applicant may apply for a variance to the Hearing Examiner (18.54.070).

Staff Analysis:

The proposed criteria was in the KAC, which provides policy guidance for staff. Over the past few months City departments have been reviewing the KAC to determine what, if any parts of it, should be added to the KMC.

KAC Section 10-20-070 – Minor Variances reads as follows:

Minor variance applications are decided by planning division staff and are limited to 10% or less of required dimensional setbacks. Minor variances are subject to the same criteria as those found in 18.54 of the Kennewick Municipal Code. They will generally not be approved if an application is for a self-created hardship.

KMC Section 18.42.120 - Minor Variations currently reads as follows:

The Planning Director may approve, without notice, a reduction in lot area, setback and width and an increase in lot coverage and building height, none of which exceeds ten percent of the standards of the zone in which the use is located. Minor variations may not allow an increase in the number of dwelling units on a parcel nor permit a reduction in lot area of any lot created after January 1, 1977. If the Planning Director denies a minor variation, the applicant may apply for a variance to the Hearing Examiner (18.54.070).

The conditions of approval in KMC Section 18.54.050 – Findings for Variance, read as follows:

- (1) The variance will not constitute a grant of special privilege inconsistent with the limitation upon uses of other properties in the vicinity and zone in which the property, on behalf of which the application was filed, is located; and
- (2) That such variance is necessary because of special circumstances relating to the size, shape, topography, location, or surroundings of the subject property, to provide it with use rights and privileges permitted to other properties in the vicinity and in the zone in which the subject property is located; and
- (3) That the granting of the variance will not be materially detrimental to the public welfare or injurious to the property or improvements in the vicinity and zone in which the subject property is situated.

It is staff's opinion that the proposed amendments will provide clarity to the decision making process for both staff and the public.

Review of Minor Variation applications will remain administrative. The proposed amendments are not site specific.

Regulatory Controls and Policies:

- Kennewick Municipal Code Title 18
- Kennewick Comprehensive Plan

Findings of Fact:

1. The applicant is the City of Kennewick, Community Development, 210 W 6th Avenue, Kennewick, WA 99336.
2. The application was submitted on March 6, 2025.
3. Notice of the proposed code revision was sent to the Washington State Department of Commerce on March 6, 2025, consistent with the requirements of RCW 36.70A.106.
4. The City received confirmation of starting the 60-day/Expedited review period and notice that the City has met the Growth Management Act notice to state agency requirements from the Washington State Department of Commerce on March 6, 2025.
5. The Department of Commerce granted expedited review on March 20, 2025.
6. The Notice of Public Hearing was published in the Tri City Herald on April 20, 2025.

Conclusion of Law:

1. The proposed amendments will affect the City of Kennewick's general welfare in a positive manner, by establishing clear decision making criteria.

Staff Recommendation:

Based on the above analysis, staff recommends the Planning Commission forward a recommendation of APPROVAL to City Council for the following motion.

Motion:

I move that the Planning Commission concur with the findings and conclusions in the staff report DCA-2025-0004 and recommend approval of the amendments to KMC Section 18.42.120 – Minor Variations.

Exhibits:

1. Staff Report

Planning Commission Action Summary
DCA-2025-0004 – City of Kennewick

The Kennewick Planning Commission conducted a public hearing on May 5, 2025. 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, the Commission passed a motion on the proposed Development Code Amendment, concurring with the findings and conclusions in Staff Report DCA-2025-0004 and recommends approval of the proposed Development Code Amendment to City Council.

Findings of Fact:

1. The applicant is the City of Kennewick, Community Development, 210 W 6th Avenue, Kennewick, WA 99336.
2. The application was submitted on March 6, 2025.
3. Notice of the proposed code revision was sent to the Washington State Department of Commerce on March 6, 2025, consistent with the requirements of RCW 36.70A.106.
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5. The Department of Commerce granted expedited review on March 20, 2025.
6. The Notice of Public Hearing was published in the Tri City Herald on April 20, 2025.

Conclusion of Law:

1. The proposed amendments will affect the City of Kennewick's general welfare in a positive manner, by establishing clear decision making criteria.

The motion to recommend approval to City Council was moved by Commissioner Arneson and seconded by Commissioner Barger. The motion was passed unanimously, with Commissioners Perez, Rahimlou, Arneson, Barger, Morales, Vice Chair Gregory and Chairman Hempstead all in favor.

KENNEWICK PLANNING COMMISSION
MEETING MINUTES
May 5, 2025 - DRAFT

1. CALL TO ORDER:

Chairman James Hempstead called the regular meeting of the Kennewick Planning Commission to order at 6:30 p.m. All Commissioners were present, with Commissioner Douglas Perez attending remotely.

ATTENDANCE:

Commissioners Present:

James Hempstead, *Chair*
Tina Gregory, *Vice Chair*
Mark Barger, *Commissioner*
Michelle Morales, *Commissioner*
Christopher Arneson, *Commissioner*
Douglas Perez, *Commissioner*
Ana Rahimlou, *Commissioner*

City Staff Present:

Anthony Muai, *AICP Planning Director*
Steve Donovan, *AICP*
Development Services Manager
Joseph Laris, *Assistant Planner*
Melinda Didier, *Planning Administrative Asst.*

Ms. Didier announced a quorum was established.

Chair Hempstead lead the Pledge of Allegiance.

2. CONSENT AGENDA:

MOTION: Vice Chair Gregory moved to approve the consent agenda as presented.

SECOND: Commissioner Rahimlou.

DISCUSSION: None.

VOTE: The motion passed unanimously (7-0).

3. PUBLIC HEARINGS:

Chair Hempstead made the following statement:

“Good evening and welcome to the May 5, 2025 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. Development Code Amendment (DCA) 2025-0003 – City of Kennewick, amend KMC 18.12 – Zone Districts & Standards & 18.45 – Planned Residential Developments, move sections from KAC to KMC, remove section from KMC 4.08 – State Environmental Policy Act.

Chair Hempstead opened the public hearing at 6:35 p.m. for Development Code Amendment (DCA) 2025-0003 – City of Kennewick, proposing to amend KMC 18.12 – Zone Districts & Standards & 18.45 – Planned Residential Developments, move sections from KAC to KMC, remove section from KMC 4.08 – State Environmental Policy Act.

Applicant:
City of Kennewick, Community Planning

Mr. Laris described the application, presented the staff report, and recommended the Planning Commission forward a recommendation for approval of DCA-2025-0003 to City Council.

Planning Commission Questions of Staff: Commissioner Rahimlou asked for clarification of SEPA fee.

Testimony in Favor of the Request: None.

Testimony Neutral/Against the Request: None.

Testimony of Those Registered on Virtual Format: None.

Staff Final Comments: None.

Public Testimony Closed at 6:43 p.m.

MOTION: Commissioner Barger moved that the Planning Commission concur with the findings and conclusions in staff report DCA-2025-0003 and recommend approval of the request to City Council.

SECOND: Commissioner Morales.

DISCUSSION: None.

VOTE: The motion passed unanimously (7-0).

a. Development Code Amendment (DCA) 2025-0004 – City of Kennewick, amend Kennewick Municipal Code (KMC) Section 18.42.120 – Minor Variations, by establishing decision making criteria.

Chair Hempstead opened the public hearing at 6:45 pm for Development Code Amendment (DCA) 2025-0004 – City of Kennewick, proposing to amend KMC Section 18.42.120 – Minor Variations, by establishing decision making criteria.

Mr. Donovan described the application, presented the staff report, and recommended the Planning Commission forward a recommendation for approval of DCA-2025-0004 to City Council.

Planning Commission Questions of Staff: Chairman Hempstead asked if this amendment is a housekeeping item to add clarity to the code; Commissioner Rahimlou asked for recent examples.

Testimony in Favor of the Request: None.

Testimony Neutral/Against the Request: None.

Testimony of Those Registered on Virtual Format: None.

Staff Final Comments: None.

Public Testimony Closed at 6:53 p.m.

MOTION: Commissioner Arneson moved that the Planning Commission concur with the findings and conclusions in the staff report DCA-2025-0004 and recommend to City Council approval of the request.

SECOND: Commissioner Barger.

DISCUSSION: None.

VOTE: The motion passed unanimously (7-0).

4. VISITORS NOT ON AGENDA: None.

5. OLD BUSINESS:

a. CITY COUNCIL ACTION UPDATES:

Mr. Muai reported that the City Council approved the April Change of Zone at their meeting on April 15th; for the Middle Housing there will be a City Council workshop on May 13th, with consideration for approval on May 20th City Council regular meeting.

6. NEW BUSINESS: None.

7. REPORTS, COMMENTS, OR DISCUSSION OF COMMISSIONERS AND STAFFBOARD COMMENTS/DISCUSSION:

Chairman Hempstead polled each Planning Commissioner in turn for their comments on the April 22, 2025 joint City Council-Planning Commission workshop; Mr. Muai reported the Comprehensive Plan update deadline has been extended to end of year 2026, in the meantime work is continuing on the public notification and participation; there will be workshops and community open houses & involvement, collaboration with staff, commissioners and the public in the process.

8. ADJOURNMENT: Chair Hempstead concluded the meeting at 7:11 p.m.

Draft

Melinda Didier, CPT

Administrative Assistant, Community Planning

Council Agenda Coversheet 	Item Number: 6.d. Date: 5/20/2025 Item Type: Public Hearing Subject: Ordinance: Relating to implementation of HB 1110 (2023) - Middle Housing Department: Community Planning	Category: Ordinance
<u>Recommendation</u> It is recommended that the City Council adopt the necessary ordinances to implement HB 1110 - Middle Housing. <u>Motion for Consideration</u> None - motions for each ordinance are listed on the corresponding coversheets. <u>Summary</u> In 2023, the Washington State Legislature adopted HB 1110 in response to the need for an additional 1,000,000 homes by the year 2044. This bill seeks to “bridge the gap” in housing types between large single-family homes and apartments by requiring local jurisdictions to allow middle housing development in all residential zones where detached single-family homes are permitted to be built. The anticipated outcome is that there will be an increase in housing options and that those options will be more affordable than traditional single-family homes. Cities with a population over 75,000, which includes Kennewick, must allow at least 4 middle housing dwelling units on every residential lot with an allowance for 2 additional units if they meet affordability requirements as outlined in the bill. Additionally, cities must regulate middle housing in the same manner in which they regulate single-family homes and must process permits for middle housing in the same manner as well, however the applicable building, fire and energy codes still apply. Staff has worked to gather feedback from the community and from an advisory committee comprised of representatives from the Planning Commission, Home Builders Association of the Tri-Cities, Kennewick Housing Authority, Tri-Cities Association of Realtors and the general public to review survey results and drafts of the proposed code amendments. The advisory committee provided invaluable feedback and guidance during the review process. The proposed amendments aim to increase housing options, encourage affordable housing and provide flexibility in design. Adoption of these amendments will bring Kennewick’s development standards into compliance with state law and HB 1110. The Planning Commission held a public hearing on the proposal on April 7, 2025, and unanimously recommended approval to the City Council. It is proposed that these amendments become effective on July 1, 2025, to give staff adequate time to update the City's permitting system, checklists and forms to account for the changes in process. <u>Alternatives</u> None recommended <u>Fiscal Impact</u> Likely an increase in residential construction resulting in increased property tax revenue.		
<u>Attachments:</u> 1. MH Presentation 2. Exhibit 3. Staff Report 4. PC Minutes		

Middle Housing



Draft Code Amendments



Outline



- HB 1110 “Missing Middle Housing Bill”
- Public Outreach
- Draft Code Proposal
- Development Scenarios
- Questions

HB 1110

“Missing Middle Housing Bill”



Estimated Housing Shortage



- State adopted legislation to address housing shortage
 - Estimated over 1,000,000 housing units needed by 2044
 - Middle housing to help close the gap
- “Middle housing” means buildings that are **compatible in scale, form, and character with single-family houses** and contain two or more attached, stacked, or clustered homes...”
 - Middle housing types include:
 - Duplex
 - Triplex
 - Fourplex
 - Fiveplex
 - Sixplex
 - Townhouse
 - Stacked flat
 - Courtyard apartments
 - Cottage Housing



Middle Housing Examples



Duplex



Triplex



Fourplex



Fiveplex



Sixplex



Courtyard Apartments



Cottage Housing



Townhouses



Stacked Flats



Regulating Middle Housing



- HB 1110 requires cities to allow 4 dwelling units on every residential lot zoned for single family dwellings
 - 2 bonus units are permitted if affordable
 - Affordability requirement – cost does not exceed 30% of the following:
 - Rentals – 60% Median Household Income (\$59,900 or \$28.79/hr)*
 - Allowable rent – \$1,497.50/month
 - Owner-occupied – 80% Median Household Income (\$79,900 or \$38.41/hr)*
 - Allowable mortgage – \$1,997.50
 - Must remain affordable for 50 years
 - Covenant or deed restriction required
 - City will have to track

*Household of 4



Regulating Middle Housing (cont.)



- Single-family design standards will be applicable
- All other dimensional requirements applicable
 - Lot size, lot width, lot frontage, setbacks, height, etc.
- Parking
 - Lots less than 6,000 sf – 1 parking space per unit
 - Lots 6,000 sf or more – 2 parking space per unit
 - These are minimums, the developer is permitted to add more of they choose



Regulating Middle Housing (cont.)



- Plan review process to follow that of single-family
 - No separate site plan process
 - Sensitive Area regulations still apply where applicable
 - Shoreline, critical areas, etc.
- Cannot prohibit through the use of covenants or deed restrictions
 - Existing covenants or deed restrictions that limit number of units allowed on a lot are still enforceable



Public Outreach



Public Outreach



- Public engagement occurred in summer
 - Outreach at events, surveys, stakeholder engagement, etc.
 - Over 1,000 responses
- Summary of feedback used to guide policy and code development
- Advisory Committee meetings
 - Late December through February
 - Reviewed feedback and proposed language
 - Provided guidance in finalizing the draft language



Draft Code Proposal



Definitions (KMC 18.09)



- Added definitions of each middle housing type
- Added definition of middle housing
- Added definition of unit density

Development Standards

(KMC 18.12)



- Middle housing permitting in all residential zones
- Table of Site Development Standards updated
 - Footnotes for:
 - Unit density
 - 4 units per lot in every zone
 - +2 allowed if affordable
 - Cottage Housing and Courtyard Apartments
 - Open space requirement and standards to meet definition

Development Standards

(KMC 18.12)



18.12.010 A.2: Table of Residential Site Development Standards.

Minimum and maximum residential standards are identified in the following table.

	RS ^{5,8,9}	RL ^{5,8,9}	RM ^{3,4,5,6,8,9}	RH ^{3,4,5,6,8,9}	RTP ^{3,4,5}	RMH ^{6,8,9}	UMU ^{3,7}
Max. Density ¹	N/A	N/A	13	27	13	4	N/A
Unit Density ^{1a}	<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>	<u>N/A</u>	<u>6</u>	<u>N/A</u>
Min. Lot Size	10,500 <u>8,000</u> sf	7,500 <u>5,500</u> sf	4,000 sf	4,000 <u>3,500</u> sf	1 acre	7,500 <u>5,500</u> sf	N/A
Min. Lot Size (Rowhouse/ Townhouse)	N/A <u>1,800</u> sf	N/A <u>1,800</u> sf	1,800 sf	1,600 sf	N/A	N/A <u>1,800</u> sf	N/A
Min. Lot Width ²	60' <u>50'</u>	60' <u>45'</u>	50' <u>35'</u>	N/A	N/A	60' <u>45'</u>	N/A
Min. Lot Width ² (Rowhouse/ Townhouse)	N/A <u>24'</u>	N/A <u>24'</u>	20'	20'	N/A	N/A <u>24'</u>	N/A



Development Standards

(KMC 18.12)



Min. Front Yard/ Street Setback ²	15'	15'	15'	15'	15'	20' <u>15'</u>	See KMC 18.80
Min. Garage Setback ²	20'	20'	20'	20'	20'	20'	N/A
Min. Side Yard Setback ²	5'	5'	5'	5'	5'	5'	0'
Min. Rear Yard Setback ²	15'	15'	15'	15'	15'	15'	5'
Max. Height	<u>35' or 2.5 stories, whichever is less</u>	<u>35' or 2.5 stories, whichever is less</u>	35'	45'	N/A	30' <u>35' or 2.5 stories, whichever is less</u>	N/A
Min. Lot Frontage ²	30'	30'	30'	30'	30'	30'	20'
Min. Lot Frontage ² (Rowhouse/ Townhouse)	N/A	N/A	20'	20'	N/A	N/A	N/A



Off-Street Parking

(KMC 18.36)



- Parking requirements
 - 1 parking space min. per unit on lots 6,000 sf or less
 - 2 parking spaces min. per unit on lots over 6,000 sf
 - Developer can add more parking if they choose
- Parking and driveways required to be hard surfaced
- Council expressed concerns over parking
 - Option to decrease min. lot size in RL and RMH zones to 6,001 sf instead of 5,500 sf



Residential Design Standards

(KMC 18.75)



- Single-family Residential Design Standards
 - Changed to *Single-family and Middle Housing Design Standards*
 - Shared driveway requirements to be modified to allow additional units/lots
 - Currently only 2 lots without street frontage is permitted
 - Proposed to allow any number of lots and/or units if shared drive is at least 20' wide
 - 12' wide permitted if:
 - 2 or fewer units/lots; or
 - All units have residential sprinklers; or
 - Approved alternative



Administrative Amendments



- Other chapters modified to reference middle housing, but no changes to development standards or requirements
 - KMC 18.03: General Provisions
 - KMC 18.21: Landscaping
 - KMC 18.42: Land Use Permits
 - KMC 18.75: Residential Design Standards
 - *Multi-family Residential Design Standards*

Utilities

(KMC 14.09 & 14.22)



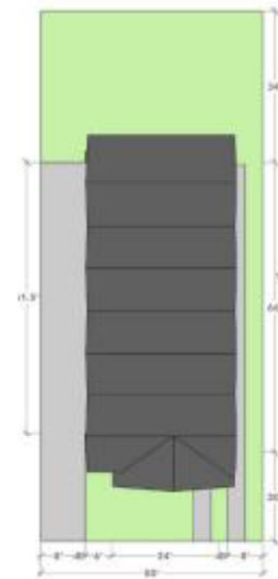
- Update to regulations regarding utilities
 - No more than 2 units may share 1 water and 1 sewer service
 - Service lines may be upsized to provide service to more than 2 units on a single service line
 - If units are converted to condominiums or if the property is subdivided to sell units individually, independent connections will be required prior to approval of condo plat or subdivision.



Development Scenarios



6,000 sf lot



Townhomes

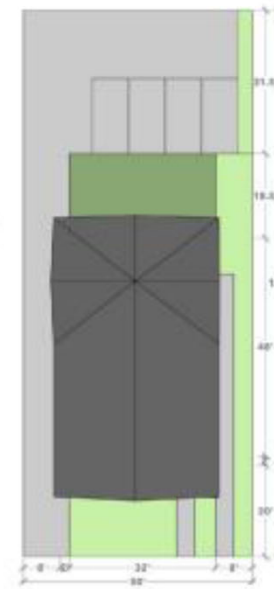
4 units*

Lot Size	6,000
Height (stories)	3
Lot coverage (%)	28%
Building + parking (%)	48%
Average unit size	1,236
Parking stalls per unit	1.0

Credit: MAKERS



6,000 sf lot



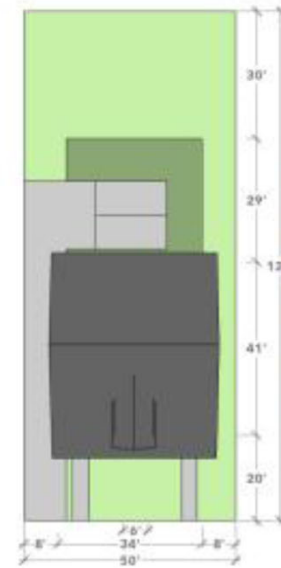
Triplex + Attached ADU
4 units*

Lot Size	6,000
Height (stories)	3
Lot coverage (%)	22%
Building + parking (%)	61%
Average unit size	1,008
Parking stalls per unit	1.0

Credit: MAKERS



6,000 sf lot



Stacked flats

2 units

Lot Size	6,000
Height (stories)	2
Lot coverage (%)	20%
Building + parking (%)	39%
Average unit size	1,190
Parking stalls per unit	1.0

Credit: MAKERS



5,000 sf lot

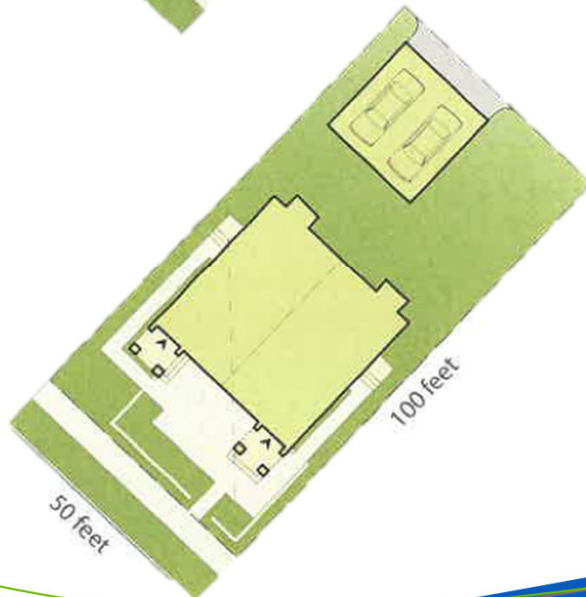


Table 5-1: DUPLEX: Side-by-Side, Alley-Loaded

LOT	
Width	50 ft.
Depth	100 ft.
Area	5,000 sq. ft.
	0.115 acres
UNITS	
Number of Units	2
Typical Unit Size	612 sq. ft.
DENSITY	
Net Density	17 du/acre
Gross Density	12 du/acre
PARKING	
Off-street Ratio	1.0 space per unit
On-street Spaces	2
Off-street Spaces	2
SETBACKS	
Front	15 ft.
Side	5 ft.
BUILDING	
Width	36 ft.
Depth	34 ft.
Height (to Eave)	14 ft.
Floors	1



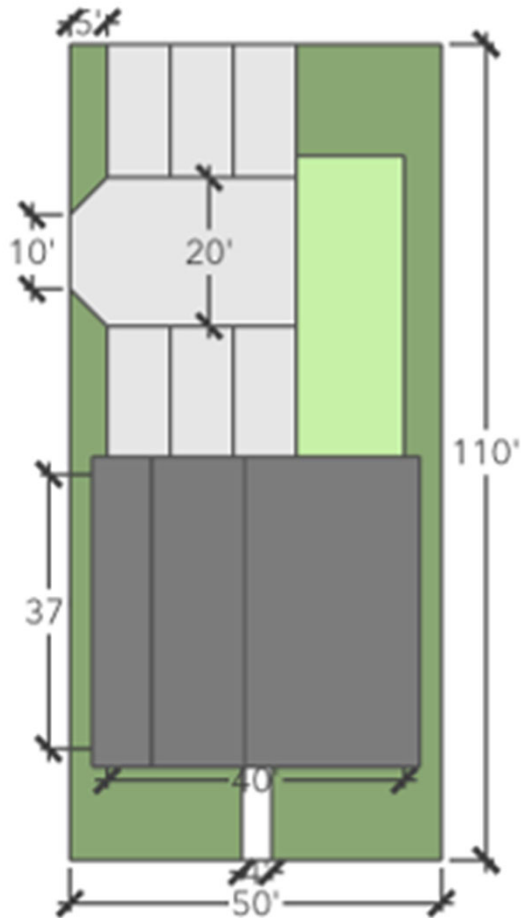
Credit: Opticos Design



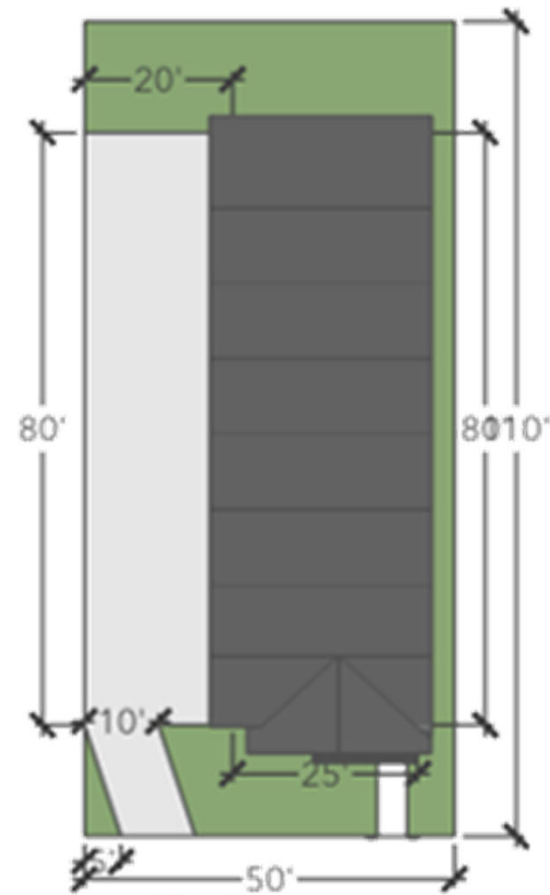
5,500 sf lot



Sixplex



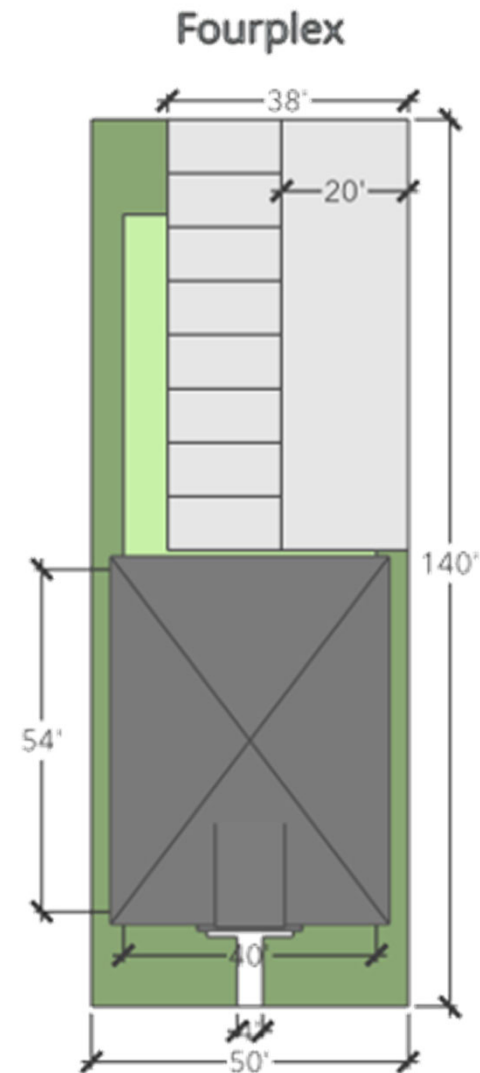
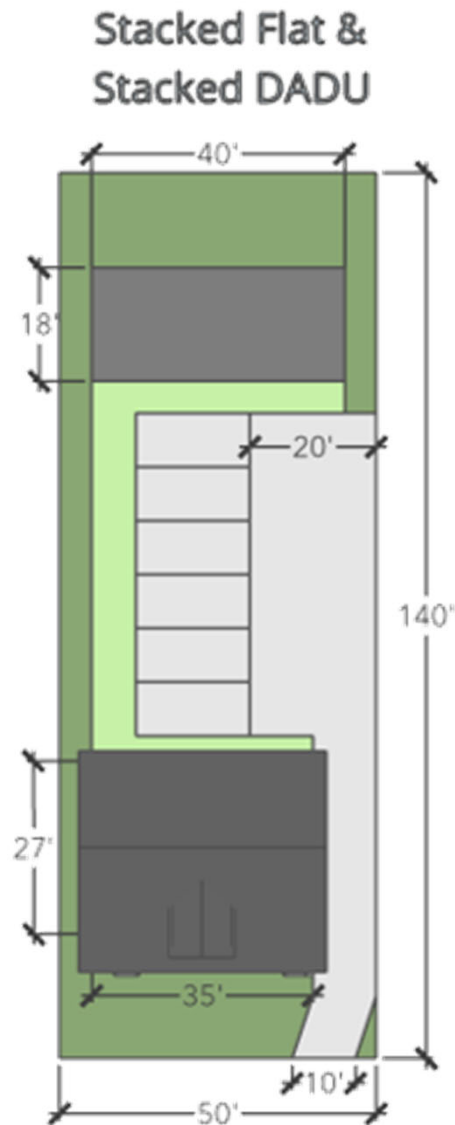
Four 2-story
Townhomes



Credit: MAKERS



7,000 sf lot



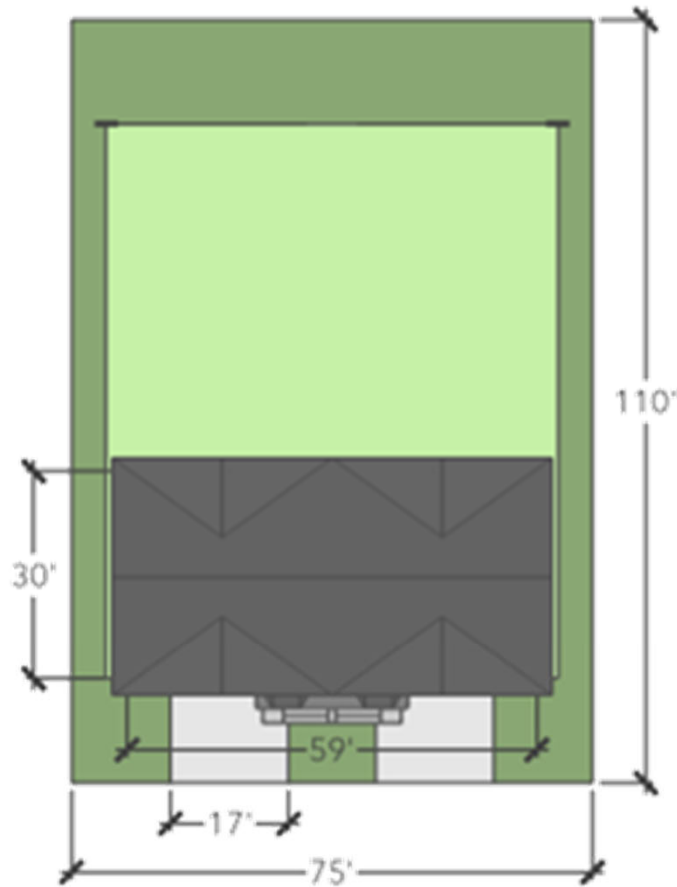
Credit: MAKERS



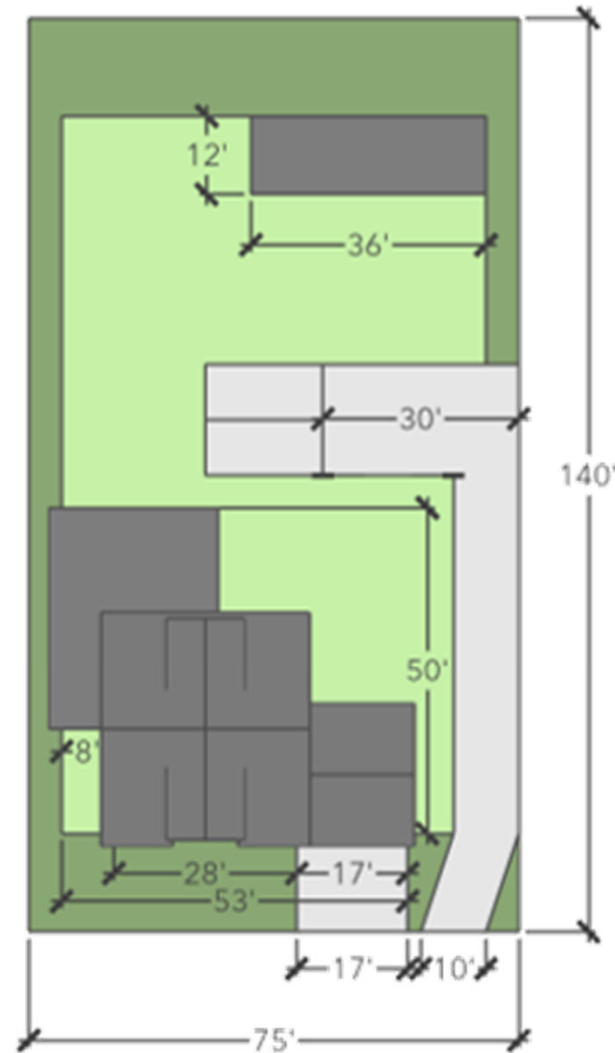
8,250 sf & 10,500 ft lot



Duplex



Existing House
+ AADU & DADU



Credit: MAKERS



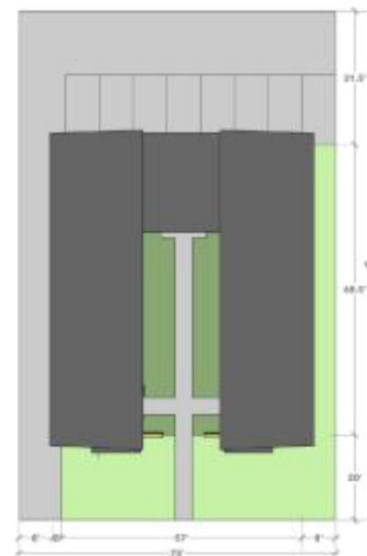
9,000 sf lot



Courtyard Housing

4 units*

Lot Size	9,000
Height (stories)	1
Lot coverage (%)	31%
Building + parking (%)	67%
Average unit size	688
Parking stalls per unit	2.0



Credit: MAKERS

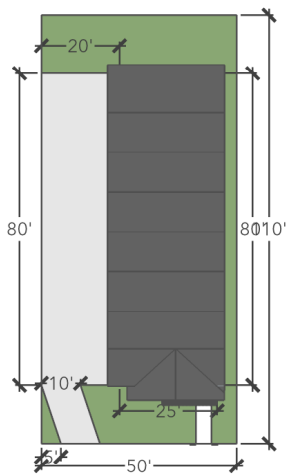


Questions?

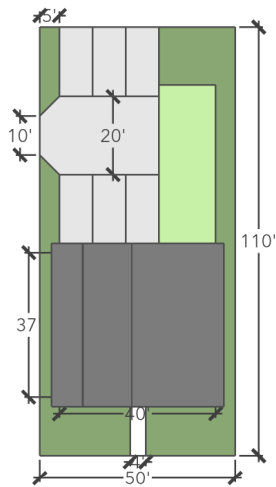




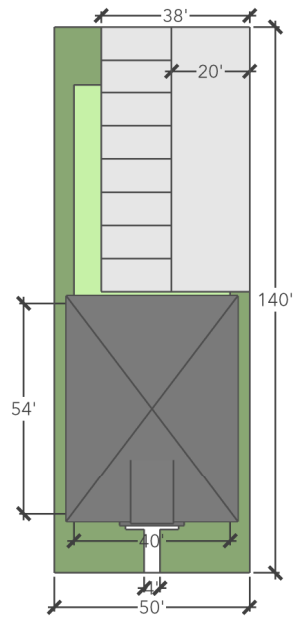
**Four 2-story
Townhomes**



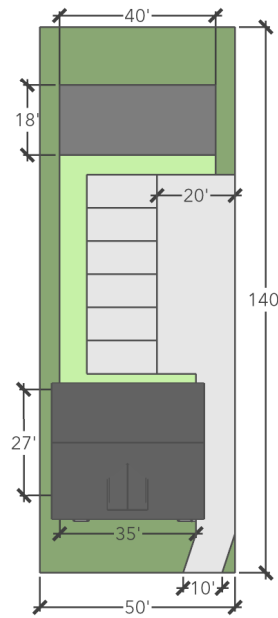
Sixplex



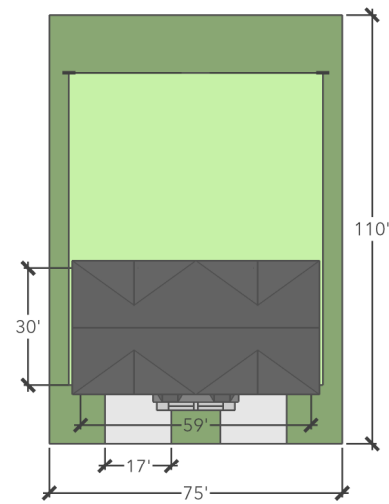
Fourplex



**Stacked Flat &
Stacked DADU**



Duplex



**Existing House
+ AADU & DADU**

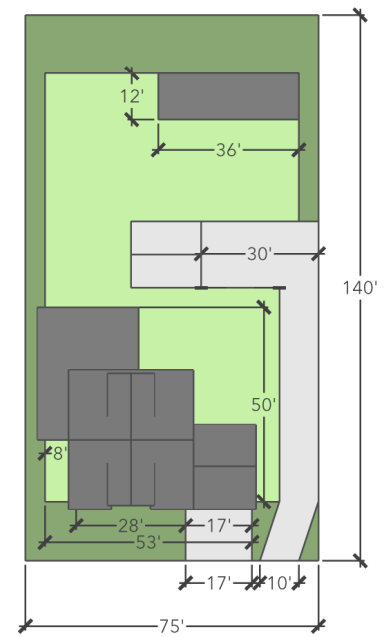




EXHIBIT 1 Community Planning Department

210 West 6th Avenue
Kennewick, WA 99336
Phone: (509) 585-4280
cedinfo@ci.kennewick.wa.us

STAFF REPORT DCA-2025-0002

Public Hearing Date: April 7, 2025

Proposal Summary: Amend development regulations to allow and encourage the development of middle housing and comply with HB 1110 (2023)

Applicant: City of Kennewick

Staff Contact: Anthony Muai, AICP, Community Planning Director

HB 1110 Background:

In 2023, the Washington State Legislature adopted HB 1110 in response to the need for an additional 1,000,000 homes by the year 2044. This bill seeks to “bridge the gap” in housing types between large single-family homes and apartments by requiring local jurisdictions to allow middle housing development in all residential zones where detached single-family homes are permitted to be built. The anticipated outcome is that there will be an increase in housing options and that those options will be more affordable than single-family homes.

HB 1110 defines middle housing as *buildings that are compatible in scale, form, and character with single-family houses and contain two or more attached, stacked, or clustered homes including duplexes, triplexes, fourplexes, fiveplexes, sixplexes, townhouses, stacked flats, courtyard apartments, and cottage housing.*

Density Requirements

HB 1110 establishes a definition for “unit density” which means *the number of dwelling units allowed on a lot, regardless of the size of the lot.* Kennewick must include authorization for at least:

- four units per lot;
- six units per lot if at least two units are affordable housing.

To qualify as affordable housing, the unit must be maintained as affordable for at least 50 years and record a covenant or deed restriction that ensures continued affordability. Affordable housing means units that have costs, including utilities other than telephone, that do not exceed 30 percent of median household income (MHI) adjusted for household size, for the county where the household is located, as reported by the United States Department of Housing and Urban Development:

- Rental housing: 60 percent MHI
- Owner-occupied housing: 80 percent MHI

The affordable units also must be comparable in size and number of bedrooms as other units and be generally distributed throughout the development.

The density requirements do not apply to:

- lots designated with critical areas or their buffers;
- watershed serving a reservoir for potable water if that watershed is listed as impaired or threatened under the federal Clean Water Act; or
- lots that have been designated urban separators by countywide planning policies.

Middle Housing Requirements

Kennewick must allow at least six of the nine types of middle housing and may allow ADUs to achieve the minimum density requirements. The city must include specific provisions related to middle housing in their development regulations and:

- may only apply administrative design review for middle housing;
- may not require standards for middle housing that are more restrictive than those required for detached single-family residences;
- must apply to middle housing the same development permit and environmental review processes that apply to detached single-family residences, unless otherwise required by state law;
- is not required to achieve the per-unit density on lots after subdivision below 1,000 square feet unless the city chooses to enact smaller allowable lot sizes;
- must also allow zero lot line short subdivisions where the number of lots created is equal to the unit density required;
- may not require more than one off-street parking space per unit as a condition of permitting development of middle housing on lots smaller than 6,000 square feet before any zero lot line subdivisions or lot splits; and
- may not require more than two off-street parking spaces per unit as a condition of permitting development of middle housing on lots greater than 6,000 square feet before any zero lot line subdivisions or lot splits.

The limits on off-street parking requirements do not apply if a city submits to the Department of Commerce an empirical study prepared by a credentialed transportation or land use planning expert that clearly demonstrates, and the Department of Commerce certifies, that parking limits for middle housing will be significantly less safe for vehicle drivers or passengers, pedestrians, or bicyclists than if the jurisdiction's parking requirements were applied to the same location for the same number of detached houses.

Proposed Amendments:

The proposed amendment strives to encourage a the development of middle housing types, provide more affordable housing options and comply with the requirements of House Bill 1110. Several chapters of the Kennewick Municipal Code are proposed to be amended in order to implement the bill, including:

- | | |
|---------------------------------------|--|
| • 18.03: General Provisions | • 18.42: Land Use Permits |
| • 18.09: Definitions | • 18.75: Residential Design Standards |
| • 18.12: Zone Districts and Standards | • 14.09: Public Water System Connections |
| • 18.21: Landscaping | • 14.22: Sewerage Service |
| • 18.36: Off Street Parking | |

The full text of proposed amendments is found in Exhibit 2. Current text is shown in black color font. New text is shown underlined and in blue color font. Text proposed for deletion is shown struck through and in red color font.

A summary of changes are as follows:

KMC 18.03: General Provisions

The purpose statements for the Residential, Suburban (RS); Residential, Low Density (RL); Residential, Medium Density (RM); and Residential, Manufactured Home (RMH) have been updated to incorporate the allowance for middle housing within them.

KMC 18.09: Definitions

Definitions are added for the following terms:

- Cottage housing
- Courtyard apartments
- Duplex
- Fiveplex
- Fourplex
- Middle housing
- Sixplex
- Stacked flat
- Story, Half
- Triplex
- Unit Density

KMC 18.12: Zone Districts and Standards

Residential Use Table (KMC 18.12.010 A1) is updated to include Residences, Middle Housing as a use type allowed in the RS, RL, RMH, RM and RH zones.

Table of Residential Site Development Standards (KMC 18.12.010 A.2) is updated as follows:

- Add a row for “Unit Density” and allow up to 6 units on every lot over 1,000 square feet in the RS, RL, RMH, RM, and RH zones.
- Reduce minimum lot sizes as follows:
 - RS: 10,500 sf to 8,000 sf
 - RL & RMH: 7,500 sf to 5,500 sf
 - RH: 4,000 sf to 3,500 sf
 - No change to RM
- Establish a minimum lot size of 1,800 sf for townhome lots in the RS, RL and RMH zones
- Reduce minimum lot width as follows:
 - RS: 60 ft to 50 ft
 - RL & RMH: 60 ft to 45 ft
 - RM: 50 ft to 35 ft
 - No change to RH
- Establish a minimum lot width of 24 ft for townhome lots in the RS, RL and RMH zones
- Reduce Front Yard/Street Setback in the RMH zone from 20 ft to 15 ft.
- Amend the maximum height from 35’ to 35’ or 2.5 stories, whichever is less in the RS, RL and RMH zones.
- Differentiate between maximum density and unit density
- Establish requirements for affordable units in order to gain additional two units
- Exempt middle housing from open space requirements for multifamily developments

- Correct misplaced footnotes related to townhomes
- Establish open space requirements for cottage housing and courtyard apartments

18.21: Landscaping

Updated to exclude middle housing from the requirements of the chapter. Landscaping requirements contained in the Residential Design Standards will apply to middle housing instead.

18.36: Off-Street Parking

Updated to implement parking requirements for middle housing as required by HB 1110 as follows:

- 1 parking space per dwelling unit on lots no greater than 6,000 square feet
- 2 parking spaces per dwelling unit on lots greater than 6,000 square feet
- Exemption from parking requirements if a parking study demonstrating that on-street parking is insufficient to support middle housing is approved by the Department of Commerce.

18.42: Land Use Permits

Updated to exclude middle housing from site plan review.

18.75: Residential Design Standards

Residential Design Standards, Multi-family is revised to exclude middle housing.

Residential Design Standards, Single-family is renamed to *Residential Design Standards, Single-family and Middle Housing* and is updated to reflect that change. Changes to Chapter 10. *Shared Street Frontages* is amended to increase the number of lots allowed to access a shared driveway contingent on meeting applicable KMC sections, International Fire Code and associated provisions. The change removes the two lots without street frontage limit using a shared driveway.

14.09.080: Connections for Accessory Dwelling Units

This section is renamed to Connections for Additional Dwellings and is changed to allow two dwelling units to be served by the same water service. It also provides allowances for property owners to upsize connections, meters and lines in order to serve more than two dwelling units with a single service.

14.22.030(12): Connections for Accessory Dwelling Units

This subsection is renamed to Connections for Additional Dwelling Units and is changed to allow two dwelling units to be served by the same sewer service. It also provides allowances for property owners to upsize lines in order to serve more than two dwelling units with a single service.

Public Comment

Staff solicited feedback from citizens through the use of a survey and in person outreach at the farmer's market, Columbia Center Mall and National Night Out event. The in person opportunities allowed citizens to learn about HB 1110 and to ask questions of staff. It also gave staff the ability to further promote the survey. Survey results provided a common theme of most residents being opposed to the requirements of the bill and others hoping for more affordable housing and additional housing options.

An advisory committee comprised of representatives from the Planning Commission, Home Builders Association of the Tri-Cities, Kennewick Housing Authority, Tri-Cities Association of Realtors and the general public was used to review survey results and drafts of the proposed code amendments and provided invaluable feedback and guidance.

Staff Analysis:

The proposed amendments aim increase housing options, encourage affordable housing, provide flexibility in design and implement HB 1110. Allowing middle housing types within the RS, RL and RMH zones provides opportunity for property owners to construct additional dwellings on their lot should they choose to do so. These dwellings are more likely to be smaller than the average single-family home and thus would likely have a lower cost to those who may rent or purchase the dwelling. Currently a total of two accessory dwelling units (ADUs) can be built on a residential property. The allowance for two additional units for a total of 4 (excluding the single family home) provides additional opportunity, but is likely only to occur on larger lots typically located outside of traditional subdivisions. While two bonus units (for a total of 6 units) are permitted if two are made affordable, it is unlikely that we will see many instances of this provision being used unless done in a brand new subdivision that is created for that purpose or potentially in an infill situation if the lot is large enough. Based on the trends of the last two decades where new homes have typically utilized the majority of buildable area on the lot, it is unlikely that mass construction maxing out the allowable number of units will occur in already developed areas.

The proposed reductions in minimum lot size, minimum lot width and changes to the number of units and lots utilizing a shared driveway will provide flexibility in lot design and layout and will provide the potential for more variety in the size of the homes that are developed which should also provide variety in cost. These provisions also provide much needed flexibility for development on infill lots that are often difficult to develop due to lot size, shape and access.

Adoption of these amendments will bring Kennewick's development standards into compliance with state law and HB 1110.

Comprehensive Plan Land Use Goals

The following goals provide a basis to permit support the proposed amendments to encourage middle housing.

- 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
- House Bill 1110 (2023)

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 March 3, 2025 consistent with the requirements of RCW 36.70A.106 and confirmation of notice received was issued by Commerce on March 4, 2025 with a comment period end date of May 3, 2025.
3. Notice of the proposed code revision was circulated for comments on February 26, 2025.
4. The City fulfilled the State Environmental Policy Act requirements by issuing a Determination of Non-Significance on March 14, 2025.
5. The Notice of Public Hearing was published in the Tri-City Herald on March 23, 2025.

6. The proposed amendments will satisfy the City of Kennewick's obligation to comply with the requirements of House Bill 1110.

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 House Bill 1110 and satisfy Kennewick's obligation to fully comply with the bill.

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-2025-0002 and recommend to City Council approval of the request.

Exhibits:

1. Staff Report
2. Proposed Amendments
 - a. 18.03: General Provisions
 - b. 18.09: Definitions
 - c. 18.12: Zone Districts and Standards
 - d. 18.21: Landscaping
 - e. 18.36: Off Street Parking
 - f. 18.42: Land Use Permits
 - g. 18.75: Residential Design Standards
 - h. Single-Family and Middle Housing Design Standards Manual
 - i. Multi-Family Design Standards Manual
 - j. 14.09: Public Water System Connections
 - k. 14.22: Sewerage Service
3. Environmental Determination of Non-significance

TITLE 18 - ZONING
CHAPTER 18.03 GENERAL PROVISIONS

CHAPTER 18.03 GENERAL PROVISIONS

18.03.040: Zone Purposes.

Consistent with the City Comprehensive Plan, the general purposes of the zones are:

- (1) RS - The purpose of the RS district is to establish areas for low density single-family ~~residential and middle housing dwelling units~~ ~~buildings~~, to stabilize and protect residential districts, and to promote and encourage a suitable environment for family life in a semi-rural setting.
- (2) RL - The purpose of the RL district is to establish areas for low density, single-family, ~~and middle housing dwelling units~~ ~~residential buildings~~, to stabilize and protect residential districts, and to promote and encourage a suitable environment for family life in an urban setting.
- (3) RM - The purpose of the RM district is to establish areas for medium density single- and multiple-family ~~residential buildings~~ ~~dwelling units, including middle housing dwellings~~, and to establish regulations for their development. The district is for more intensive residential use where necessary or desirable to achieve good neighborhood design and stabilize land use.
- (4) RH - The purpose of RH district is to establish areas for multiple residential buildings and promote a suitable residential environment. The district is a transitional use between commercial and low and medium density residential uses.
- (5) RMH - The purpose of RMH district is to establish areas for low density, single-family ~~life~~ ~~and middle housing dwelling units~~, protect residential districts, and to promote and encourage a suitable environment for family life in an urban setting.
- (6) RTP - The purpose of the RTP district is to establish areas for two or more manufactured homes on a single parcel in a manner that protects existing residential land uses and creates good neighborhood design.
- (7) CN - The purpose of the CN district is to establish areas for day-to-day convenience shopping and services. Such facilities must harmonize with the surrounding residential area and provide only those services, which are intended for it. Generally, one of each use is adequate to serve a given neighborhood.
- (8) CO - The purpose of the CO district is to provide areas for professional and business offices, medical clinics, and research laboratories. The district is primarily intended for non-retail sale commercial uses and restricted retail sale uses in compatible areas as transitions between more intensive uses and other commercial districts and residential districts.
- (9) CBD - The purpose of the CBD district is to accommodate a wide variety of commercial activity (particularly those that are pedestrian-oriented) together with compatible residential life styles which will result in the most intensive and attractive use of the City's Central Business District. In order to preserve the public health, safety and welfare in central business district redevelopment, protect public and private investment in property and infrastructure improvements and stabilize declining property values, certain uses of the land may be restricted or prohibited.
- (10) CC - The purpose of the CC district is to stabilize, improve and protect commercial areas, and to provide for orderly growth in new commercial areas in accord with the Comprehensive Plan. CC districts are intended for a wide range of uses to serve the community area to which they are appurtenant.

-
- (11) CR - The purpose of the CR district is to provide areas for a wide range of commercial uses to serve the entire region.
 - (12) CAR - The purpose of the CAR district is to provide areas for automobile dealerships and most automobile related uses.
 - (13) CG - The purpose of the CG district is to provide areas for heavy commercial use, wholesaling and warehousing, services supporting the primary activities of the other commercial and industrial districts, and uses which are not compatible with retail commercial zoning districts.
 - (14) CM - The purpose of the CM District is to provide areas for water-oriented recreational uses such as marinas and docks, and to allow for multi-family residential development in addition to overnight accommodations, and to allow for a variety of commercial uses, including offices and retail establishments.
 - (15) HMU - The purpose of the HMU District is to provide for a stable living environment for residents and proprietors choosing to locate in a historic setting, which includes limited small-scale commercial retail and non-retail uses within walking distance of those residents. The impact of these commercial uses will be compatible with the surrounding neighborhoods in size and scale, realizing that they will generate traffic from outside of the immediate neighborhood. Special design and parking requirements are used to ensure the area's unique attributes for early twentieth century architecture are not lost.
 - (16) BP - The BP District is established to provide lands for and encourage the development of technological/industrial parks which will accommodate certain light industrial, technological, professional offices, and other similar activities. Building massing should be sensitive to human scale. High standards of architecture, landscaping, and site planning are encouraged, as is the creation of well-defined building entries with features such as canopies or recessed entries.
 - (17) IP - The IP district is designed to accommodate modern, large-scale administrative facilities, research institutions, laboratories and specialized manufacturing organizations which may have unusual requirements for space, light and air, but the operation of which is clean and quiet.
 - (18) IL - The purpose of the IL district is to provide areas for less intensive manufacturing and industrial uses, warehousing, and distribution operations to serve the district.
 - (19) IH - The purpose of the IH district is to provide areas for general industrial processing and manufacturing subject only to the protection of nearby uses and the required quality of the air and water.
 - (20) JF - The purpose of the JF district is to establish areas for uses that have regional significance, but may possess objectionable operational characteristics and may adversely affect adjacent areas and neighborhoods. This district will establish standards to ensure compatibility with adjacent and planned uses, and will enable institutions of regional significance to locate in project sites of an appropriate size and scale relative to their service area. This district will also establish design standards necessary to achieve and distribute benefits associated with such facilities.
 - (21) PF - The purpose of the PF district is to provide areas for public and quasi-public facilities, publicly owned or controlled parks and recreation facilities, and governmental buildings and facilities.
 - (22) OS - The purpose of the OS district is to offer areas for those types of activities which require open space such as critical area environments, schools, parks, other outdoor recreation, and similar compatible uses.
 - (23) UMU - The purpose of the Urban Mixed-Use district it to accommodate a wide variety of commercial and residential activity (particularly those that are pedestrian oriented) in a dense urban setting which will result in the most intensive and vibrant of the City's zoning districts. In order to preserve the public health, safety and welfare in the urban district, protect public and private investment in property and

infrastructure improvements, certain uses of land may be prohibited. Conversely in many instances the Urban Mixed-Use district intentionally allows combinations of uses and development patterns allowed in no other City zoning district.

(Ord. 5710 Sec. 2, 2017; Ord. 5434 Sec. 2, 2012; Ord. 5180 Sec. 1, 2007)

CHAPTER 18.09 DEFINITIONS**18.09.504: Cottage Housing.**

Cottage Housing means residential units on a lot with a common open space that either: (a) Is owned in common; or (b) has units owned as condominium units with property owned in common and a minimum of 20 percent of the lot size as open space.

18.09.508: Courtyard Apartments.

Courtyard Apartments means up to four attached dwelling units arranged on two or three sides of a yard or court.

18.09.585: Duplex.

Duplex means a residential building with two attached dwelling units.

18.09.596: Dwelling, Middle Housing.

Dwelling, Middle housing means buildings that are compatible in scale, form, and character with single-family houses and contain two or more attached, stacked, or clustered homes including duplexes, triplexes, fourplexes, fiveplexes, sixplexes, townhouses, stacked flats, courtyard apartments, and cottage housing.

18.09.735: Fiveplex

Fiveplex means a residential building with five attached dwelling units.

18.09.775: Fourplex.

Fourplex means a residential building with four attached dwelling units.

18.09.2007: Sixplex.

Sixplex means a residential building with six attached dwelling units.

18.09.2027: Stacked Flat.

Stacked flat means dwelling units in a residential building of no more than three stories on a residential zoned lot in which each floor is a separate dwelling unit and may be separately rented or owned.

18.09.2035: Story, Half

Story, Half means the portion of a building between the top floor and a sloping roof, with at least two opposite exterior walls meeting the sloping roof not over three feet above such floor level.

18.09.2097: Triplex.

Triplex means a residential building with three attached dwelling units.

18.09.2105: Unit Density.

Unit Density means the number of dwelling units allowed on a lot, regardless of the size of the lot.

CHAPTER 18.12 ZONE DISTRICTS AND STANDARDS

18.12.010: Use and Standards Tables.

18.12.010 A.1: Residential Use Table.

The following table lists uses allowed by zone and the applicable City review process as follows: Review Process I = Staff review, Review Process II = Conditional Use Permit, Review Process III = Temporary Homeless Encampment Permit. If a use is listed with a blank, it shall be prohibited in that zone. For certain categories of uses, additional requirements are also noted:

Residential Use Table	RMH	RS	RL	RM	RH	RTP	UMU	CN	CO	CBD	CC	CR	CAR	CG	CM	HMU	BP	IP	IL	IH	JF	PF	OS
Accessory Dwelling Units (See Title 18.12.020)	I	I	I	I	I		I			I						I							
Accessory uses and structures	I	I	I	I	I	I	I	I	I	I	I	I		I	I	I	I	I	I	I	I	I	I
Animal Keeping (See Title 18.12.040)	I	I	I	I	I	I										I							
Bed and breakfast inns (5 guest rooms or less)	I	I	I	I	I		I			II						I							
Churches or religious places of worship	II	II	II	II	II	II	II		I		I	I		I	I	II							
Day Care Centers (See				II	I		I	I	I		I	I		I		I	I	I	I	I		I	I

Section 18.12.060)																							
Family Day Care Home (see Section 18.12.070 and footnotes)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)		(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)
Farm Animals (see footnote 9)		I																					
Group Living I (See footnote 5)	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I					I(2)	
Group Living II (See footnote 6)				I	I				I		I	I		I								I(2)	
Home occupation	I	I	I	I	I	I	I	I	I	I	I	I		I	I	I							
Mini-Day Care Center (Located in Family Abode - Section 18.12.060)	II	II	II	I	I	II	I	I	I	I	I	I		I	I	I	I	I	I	I	I	I	I
Mini-Day Care Center (Not located in Family Abode - See 18.12.060)				I	I		I	I	I		I	I		I	I	I	I					I	I

Mini Storage (See 18.12.130)					I						I	I		I					I	I			
Motels (See Title 18.12.140)					II					I	I	I		I	I								
Nursing homes and congregate care facilities (over 10 residents)				II	II				I		I	I		I									
Nursing homes and congregate care facilities (up to 10 residents)	II	II	II	II	II		I		I		I	I		I		I							
Recreational vehicle park, transient (up to 30-day stay) (See Title 18.12.170, 180) (see also, footnote 7)																					I	I	
Residences, Middle Housing	I	I	I	I	I																		
Residences, multi-family				I	I		I	I(8)	I(8)	I(8)	I(8)	I(8)		I(8)	I(8)	I(8)						I(2)	
Residences, single-family	I	I	I	I	I	I	I	I(8)	I(8)	I(8)	I(8)	I(8)		I(8)	I(8)	I(8)						I(2)	

Rooming Houses and Boardinghouses (See Title 18.12.190)				II	II		I																
Swimming Pools (See Title 18.12.240) (see footnote 10)							I															I	I
Temporary Homeless Encampments (See Title 18.12.255)	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III
Trailers, Boats, Camper Tops, Travel Trailers, Recreational Vehicles (See Title 18.12.260)	I	I	I	I	I																		

FOOTNOTES for Table 18.12.010 A-1 Residential Use Table:

- (1) No permit required for a family day care home (up to six charges). Per 18.12.070, if alterations are made a building permit will be required. A state license and city business license is required.
- (2) Residential development is permitted in the PF zone when the finished product will be owned and/or operated by the Kennewick Housing Authority or other public or governmental agency. Residential developments in the PF zone shall meet all requirements of this title as though it were developed in the RH zone.
- (3) Not used.
- (4) Not used.

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- (5) Residential Care Homes, state or federally approved, with six or fewer residents and any required on-site residential staff permitted by right; all larger group living uses prohibited.
 - (6) Residential Care Centers are permitted outright, subject to all of the applicable provisions of this title.
 - (7) Recreational vehicle storage in R districts shall refer to Title 18.12.180 and shall be subject to special provisions applicable to Master Planned subdivisions.
 - (8) Subject to KMC 18.42 and KMC 18.78.
 - (9) In "RS" zones, agriculture and animal husbandry are permitted including keeping of farm animals such as horses, cows, and sheep, but maintained only on lots of at least 30,000 square feet. The keeping of farm animals must not exceed one animal per half acre.
 - (10) Swimming pools considered an accessory use.

(Ord. 6007, Sec. 1, 2023; Ord. 5748 Sec. 1, 2018; Ord. 5729 Sec. 1, 2017; Ord. 5712 Sec. 1, 2017; Ord. 5558 Sec. 2, 2014; Ord. 5528 Sec. 2, 2013; Ord. 5462 Sec. 3, 2012; Ord. 5434 Sec. 4, 2012; Ord. 5309 Sec. 8, 2010; Ord. 5262 Sec. 2, 2009; Ord. 5204 Sec. 5, 2007; Ord. 5180 Sec. 1, 2007)

18.12.010 A.2: Table of Residential Site Development Standards.

Minimum and maximum residential standards are identified in the following table.

	RS ^{5, 8, 9}	RL ^{5, 8, 9}	RM ^{3, 4, 5, 6, 8, 9}	RH ^{3, 4, 5, 6, 8, 9}	RTP ^{3, 4, 5}	RMH ^{6, 8, 9}	UMU ^{3, 7}
Max. Density ¹	N/A	N/A	13	27	13	4	N/A
Unit Density ^{1a}	<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>	N/A	<u>6</u>	N/A
Min. Lot Size	10,500 <u>8,000</u> sf	7,500 <u>5,500</u> sf	4,000 sf	4,000 <u>3,500</u> sf	1 acre	7,500 <u>5,500</u> sf	N/A
Min. Lot Size (Rowhouse/Townhouse)	N/A <u>1,800</u> sf	N/A <u>1,800</u> sf	1,800 sf	1,600 sf	N/A	N/A <u>1,800</u> sf	N/A
Min. Lot Width ²	60'-50'	60'-45'	50'-35'	N/A	N/A	60'-45'	N/A
Min. Lot Width ² (Rowhouse/Townhouse)	N/A <u>24'</u>	N/A <u>24'</u>	20'	20'	N/A	N/A <u>24'</u>	N/A
Min. Front Yard/Street Setback ²	15'	15'	15'	15'	15'	20'-15'	See KMC 18.80
Min. Garage Setback ²	20'	20'	20'	20'	20'	20'	N/A
Min. Side Yard Setback ²	5'	5'	5'	5'	5'	5'	0'
Min. Rear Yard Setback ²	15'	15'	15'	15'	15'	15'	5'
Max. Height	35' <u>or 2.5 stories, whichever is less</u>	35' <u>or 2.5 stories, whichever is less</u>	35'	45'	N/A	30'-35' <u>or 2.5 stories, whichever is less</u>	N/A
Min. Lot Frontage ²	30'	30'	30'	30'	30'	30'	20'
Min. Lot Frontage ² (Rowhouse/Townhouse)	N/A	N/A	20'	20'	N/A	N/A	N/A

FOOTNOTES for Table 18.12.010 A.2 Residential Standards Table:

- (1) Maximum Density - The maximum permitted number of lots/units in the RM and RH zone is determined by dividing the gross area of the parcel in square feet by 43,560 square feet, multiplied by the allowed maximum density under table 18.12.010. The closest whole number is the permitted maximum number of lots/units. If the unit density is greater than the maximum density as calculated, then unit density will be used to determine the maximum number of middle housing units permitted on the lot.
 - (a) Unit density for RS, RL, RMH, RM and RH zones is 4 middle housing units unless the lot is less than 1,000 square feet in size.
 - (i) Accessory Dwelling Units, as permitted in KMC 18.12.020, apply towards the total number of units permitted.

- (ii) 6 middle housing units per lot may be approved if at least two of those units are affordable housing meeting the following requirements, unless zoning permitting higher densities or intensities applies:
- (A) Dwelling units that qualify as affordable housing shall have costs, including utilities other than telephone, that do not exceed 30 percent of the monthly income of a household whose income does not exceed the following percentages of median household income adjusted for household size, for the county where the household is located, as reported by the United States Department of Housing and Urban Development:
 - (I) Rental housing: 60 percent.
 - (II) Owner-occupied housing: 80 percent.
 - (B) The units shall be maintained as affordable for a term of at least 50 years, and the property shall satisfy that commitment and all required affordability and income eligibility conditions.
 - (C) The applicant shall record a covenant or deed restriction that ensures the continuing rental or ownership of units subject to these affordability requirements consistent with the conditions in chapter 84.14 RCW for a period of no less than 50 years.
 - (D) The covenant or deed restriction shall address criteria and policies to maintain public benefit if the property is converted to a use other than that which continues to provide for permanently affordable housing.
 - (E) The units dedicated as affordable housing shall:
 - (I) Be provided in a range of sizes comparable to other units in the development.
 - (II) The number of bedrooms in affordable units shall be in the same proportion as the number of bedrooms in units within the entire development.
 - (III) Generally, be distributed throughout the development and have substantially the same functionality as the other units in the development.
- (b) Where maximum density exceeds unit density, maximum density will used to determine the number of units permitted on a lot.

(2) Yards:

- (a) Street: Building setback lines will be measured from the back of the sidewalk. Where no sidewalk exists and in the UMU district, building setback lines will be measured from the right-of-way line. (See fig.1a-b)
 - (i) For garages that face a no-street abutting property line (side-entry garages,) the garage setback may be reduced to 15' from the back of the sidewalk. The street facing façade of the garage shall be treated with windows, modulations and/or architectural design elements and features that mimic the remainder of the house. Landscaping shall also be required along the street-facing façade. (See fig. 2a-b)
 - (ii) In no instance shall a vehicle or any other object be allowed to obstruct a pedestrian walkway/sidewalk.

- (b) Rear: As measured from an existing lot line or alleyway.
- (c) Side: Shall be five feet from the nearest side yard property line.
 - (i) Single-family attached and zero-lot line housing shall have no setback on the side where the property line follows a common or zero-lot line wall.
 - (ii) End units shall have a five-foot setback from the nearest side yard property line and no setback on the common wall side.
- (d) Lot Frontage: Lot frontage lines will be measured from the right-of-way line.
- (e) Where no street frontage exists, building setback and lot frontage lines will be addressed during the site plan or plat review process and must be approved by the Planning Director.

Fig. 1.a.

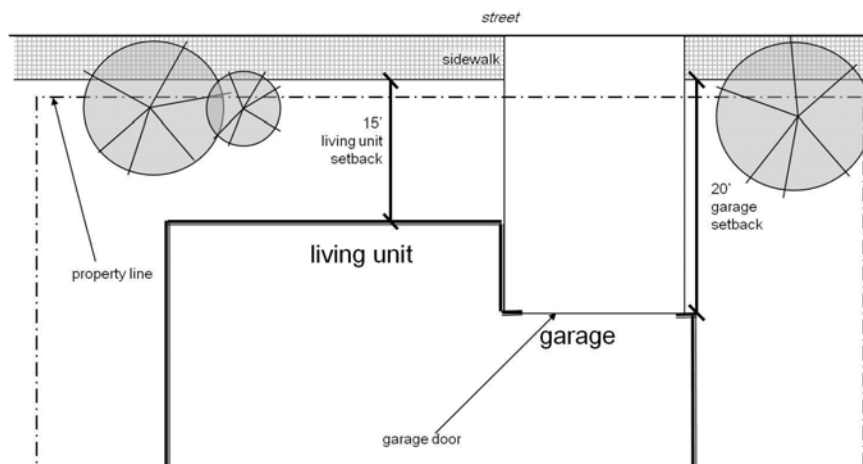


Fig. 2.a.

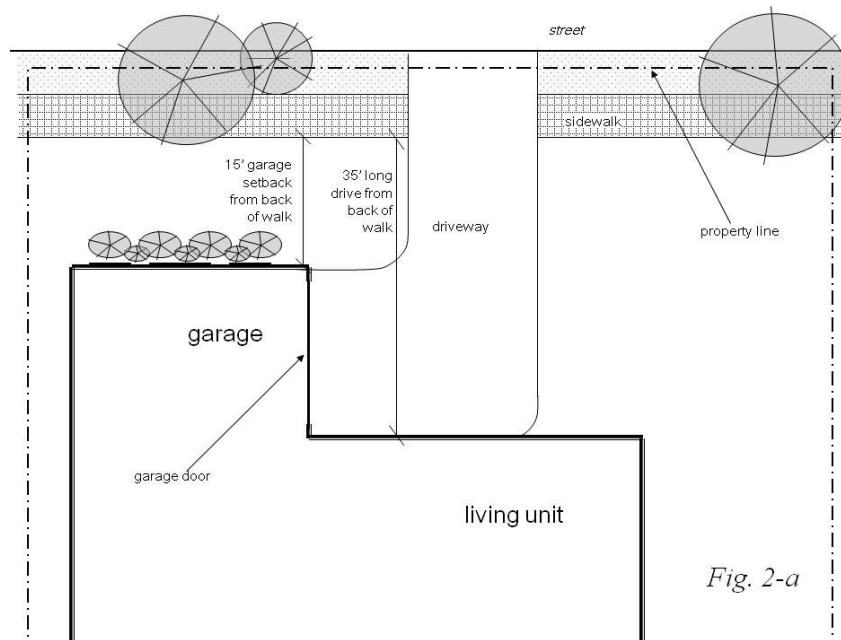
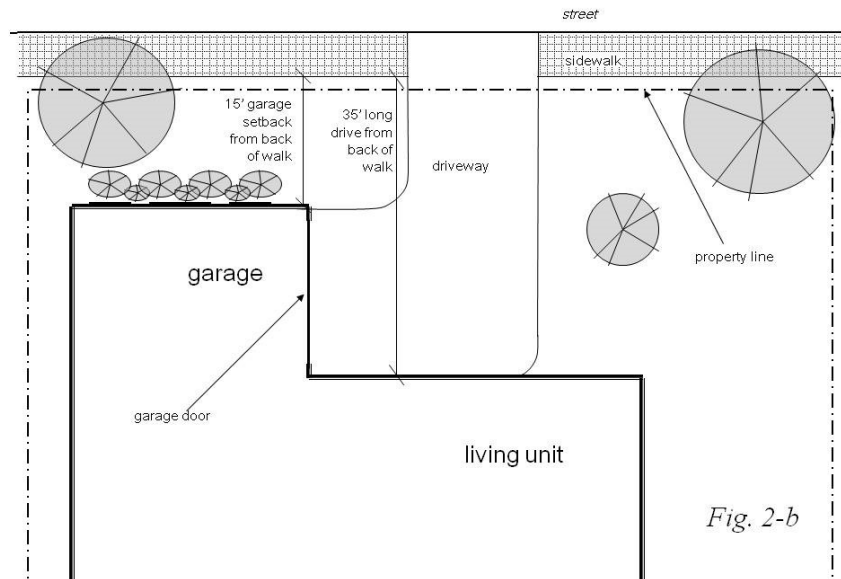


Fig. 2-a

Fig. 2.b.



(3) Open space calculations.

- (a) In multi-family developments, where the density exceeds seven units per acre and more than six units are proposed, the amount of required common open space shall equal or be greater than the minimum aggregate area of provided bedrooms based on the following formula: 300 square feet for the first bedroom and 200 square feet for each additional bedroom; exclusive of required street frontage setbacks and required parking areas. "Open area" is an area with average dimensions of not less than 15 feet by not less than 500 square feet. More than one open area may be provided in a given development. Any interpretation of this Section will be made by the Director.
- (b) Within the UMU district, new developments with a lot area of more than 20,000 square feet shall provide a pedestrian-oriented space (plaza, courtyard or similar space) of at least one percent of the site area as described below. Buildings that front on a public sidewalk and have a pedestrian-oriented commercial use facing that sidewalk are exempt from this open space requirement.
 - (i) Pedestrian-oriented space must include:
 - (A) Visual and pedestrian access including barrier-free access) to the abutting structures from the public right-of-way or a non-vehicular courtyard.
 - (B) Paved walking surfaces of either concrete or approved unit paving in areas intended for foot traffic.
 - (C) On-site or building mounted lighting providing at least 0.6 foot-candles (average) on the ground.
 - (D) At least three feet of seating area (bench, ledge, etc.) or one individual seat per 60 square feet of plaza area or open space.
 - (E) Landscaping to enhance the area.
 - (F) At least 25 percent of the plaza or courtyard must be shaded by structure or tree canopy (at least ten years after planting).

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- (ii) Outdoor pedestrian-oriented space shall not include:
 - (A) Asphalt or gravel pavement (Exception: decomposed granite and other architectural surface treatments).
 - (B) Adjacent unscreened parking lots.
 - (C) Adjacent chain link fences.
 - (D) Adjacent "blank walls".
 - (E) Adjacent dumpsters or service areas.
 - (F) Outdoor storage or retail sales (shopping carts, potting soil bags, firewood, etc.) that do not contribute to the pedestrian environment.
 - (iii) In-Lieu Provisions—Pedestrian-Oriented Space Requirement in Urban Mixed Use (UMU) District: Provided all of the following requirements are met, required publicly accessible open space in the Urban Mixed Use (UMU) District will be provided on the site containing the permitted land use.
 - (A) The proposing owner or developer shall improve and may, at their and the city's discretion, dedicate land to provide the pedestrian-oriented space requirement in accordance with the approval of the planning official, or shall pay a fee in lieu of such improvement and dedication if the planning official determines that the dedication and improvement of land is not feasible or desirable due to the physical characteristics of the site.
 - (B) The property owner or developer shall either:
 - (I) Provide and construct (and optionally dedicate) the on-site pedestrian-oriented space requirement to city design and construction standards subject to city approval or:
 - (II) Enter a voluntary agreement with the city to pay an amount equal to the city's cost of acquiring and constructing the pedestrian-oriented space requirement in another location within the same UMU District as identified and approved by the planning official.
 - (4) Mobile Home Park Requirements:
 - (a) New Mobile Home Parks: For Residential Trailer Parks developed after January 1, 1998, the following spacing standards may be utilized:
 - (i) When each primary structure has a 20-foot front and rear yard (18.09.1950) or open space, the following spacing standards apply: side-by-side, end-to-end and parallel - ten feet between each primary structure; accessory structures that meet provisions of the International Building Code must have a minimum four-foot setback between the primary structure unless attached to the primary structure, and must have a minimum six-foot setback between adjacent primary and accessory structures.
 - (b) Ten feet setback from all property lines; 20 feet from an existing right-of-way line or proposed right-of-way line whichever is greater.
 - (c) Spacing: 20 feet between mobile homes located side-by-side, end-to-end and parallel. End-to-end, ten feet if the extended outside edge does not project beyond the extended centerline of the adjacent unit. There must be 20 feet between any mobile home and any permanent structure; ten feet between any mobile home and any accessory structure unless attached to the mobile home in accord with the State of Washington and the International Building Code; ten

feet between any occupied travel trailer and any mobile home, accessory structure or permanent building. The average distance between adjacent, angular mobile homes must not be less than 20 feet with the closest point no less than ten feet.

- (d) Mobile Home Roadways: Each manufactured home must be served by at least one 30-foot wide roadway for two moving lanes of traffic and a three-foot delineated, pedestrian walkway. If on-roadway parking is allowed, the roadway width must be increased accordingly. All roadways must be improved with asphalt, bituminous surface treatment or an equivalent.
- (5) Single-Family Homes (attached and detached); Manufactured Homes; Middle Housing:
- (a) Intent: It is the intent of the section to set forth the terms and conditions under which single-family homes (which includes manufactured homes) and middle housing may be sited, ~~and to ensure that manufactured homes as defined herein may be sited in any zone where single-family homes are permitted. These regulations apply to all zones where single-family homes are permitted.~~
 - (b) Minimum siting standards: The following standards apply to the siting of all single-family homes and middle housing, whether site-built homes or manufactured homes. Where any conflict arises between these regulations and the adopted building code, the stricter standard shall apply.
 - (i) Foundation: All dwellings shall be placed on permanent foundations;
 - (ii) Minimum width: A dwelling shall not be less than 14 feet in width at the narrowest point of its first story;
 - (iii) Age of dwelling (for manufactured homes only): no manufactured home more than three years old on the date of installation or previously lived in shall be permitted on any lot;
 - ~~(iv) All units with a common wall must be constructed concurrently and be under the same ownership at the time of initial construction;~~
 - ~~(v) Common walls must follow property lines and have no openings.~~
- (6) Townhouse/Rowhouse Development:
- ~~(a) All townhouse or rowhouse development shall comply with the Residential Design Standards-Multi-Family;~~
 - ~~(ba)~~ There must be at least ten feet on end between groups. This space may either be end unit lots or common open space, and, if so, there may be openings in the end units;
 - ~~(eb)~~ The number of connected units may not exceed eight;
 - (c) All units with a common wall must be constructed concurrently and be under the same ownership at the time of initial construction;
 - (d) Common walls must follow property lines and have no openings.
 - ~~(d) The Planning Director may approve up to a ten-percent deviation from all standards related to townhouse or rowhouse development.~~
- (7) Urban Mixed Use District:
- (a) Legal lots of record existing as of June 1, 2017, shall be deemed to be in compliance with the lot size restrictions, however after June 1, 2017, no lot intended for single-family use shall be created in excess of 5,000 square feet.
 - (b) Setbacks for all residential uses shall be measured from property lines.

- (c) Building setback from front and side property lines are not required, except as mandated by the applicable local, state and federal codes.

(8) Cottage Housing:

- (a) Open space. Open space shall be provided equal to a minimum 20 percent of the lot size. This may include common open space, private open space, setbacks, critical areas, and other open space.

(b) Common open space.

- (i) At least one outdoor common open space is required.
- (ii) Common open space shall be provided equal to a minimum of 300 square feet per cottage. Each common open space shall have a minimum dimension of 15 feet on any side.
- (iii) Orientation. Common open space shall be bordered by cottages on at least two sides. At least half of cottage units in the development shall abut a common open space and have the primary entrance facing the common open space.
- (iv) Parking areas and vehicular areas shall not qualify as common open space.
- (v) Critical areas and their buffers, including steep slopes, shall not qualify as common open space.

- (c) Entries. All cottages shall feature a roofed porch at least 60 square feet in size with a minimum dimension of five feet on any side facing the street and/or common open space.

(d) Community building.

- (i) A cottage housing development shall contain no more than one community building.
- (ii) A community building shall have no more than 2,400 square feet of net floor area, excluding attached garages.
- (iii) A community building shall have no minimum off-street parking requirement.

(9) Courtyard apartments.

(a) Yard or court.

- (i) At least one yard or court is required.
- (ii) The yard or court shall be bordered by attached dwelling units on two or three sides.
- (iii) The yard or court shall be a minimum dimension of 15 feet on any side.
- (iv) Parking areas and vehicular areas do not qualify as a yard or court.

- (b) Entries. Ground-related courtyard apartments shall feature a covered pedestrian entry, such as a covered porch or recessed entry, with minimum weather protection of three feet by three feet, facing the street or yard or court.

(Ord. No. 24-6074 Sec. 1, 2024; Ord. 5764 Sec. 1, 2018; Ord. 5743 Sec. 2, 2018; Ord. 5712 Sec. 2, 2017; Ord. 5647 Sec. 1, 2016; Ord. 5542 Sec. 1, 2014; Ord. 5504 Sec. 1, 2013; Ord. 5407 Sec. 4, 2012; Ord. 5365 Sec. 3, 2011; Ord. 5309 Sec. 9, 2010; Ord. 5204 Sec. 6, 2007; Ord. 5180 Sec. 1, 2007)

TITLE 18 - ZONING
CHAPTER 18.21 LANDSCAPING

CHAPTER 18.21 LANDSCAPING

18.21.020: Applicability.

This Chapter applies to all new structures and parking lots, and expanded structures when the cost of such expansion (as determined by the Building Inspector) is equal to or exceeds 50 percent of the current assessed value of the structure, but excludes single-family [and middle housing](#) uses and structures.

(Ord. 5180 Sec. 1, 2007)

18.21.060: Landscaping Requirements.

- (1) Side and rear yard areas within Commercial and Public Facility Districts.
 - (a) Adjacent to properties with a less intense zoning designation: Ten feet minimum, and must be planted with trees at the ratio of at least one per every 50 feet of side and rear yard, and may be planted in groups or singularly - as long as there is no less than one grouping or one tree per side and rear yard. The remainder of the side and rear yard area must be planted with groundcover or shrubbery, not more than one-half of the required area is used for non-living landscape material. Groundcover or shrubbery must provide minimum ground coverage of 50 percent within three years of initial planting.
 - (b) Adjacent to properties with the same zoning designation: None required. However, an area equal to one-fourth of that which would have been required must be relocated to other portions of the site.
- (2) Adjacent to Residential Districts: Side and rear yard landscaping must contain a minimum six-foot high continuous solid landscape screen, as defined in Section 18.21.030(2), when adjacent to any Residential District.
- (3) Street yards adjacent to minor and major arterials as shown on the Comprehensive Plan:
 - (a) Commercial and Open Space Districts: A minimum five-foot landscaped area meeting established vision triangle requirements that is designed and planted in accord with KMC 18.21.060(1)(a).
 - (b) Industrial and Public Facility Districts: A minimum 10-foot landscaped area meeting established vision triangle requirements that is designed and planted with the same requirements as contained in Section 18.21.060(1)(a).
- (4) Parking areas. All Commercial, Industrial, Open Space, and Public Facility Districts are required to have the following parking area landscaping required in this Section.
 - (a) Lots having 50 or less, but more than five stalls: A minimum of six percent of the gross parking area must be landscaped.
 - (b) Lots having 51 to 99 stalls: A minimum of seven percent of gross parking area must be landscaped.
 - (c) Lots having 99 or more stalls: A minimum of eight percent of gross parking area must be landscaped.

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- (d) Landscaped areas must be adequately protected from damage by vehicles. The overhang of a vehicle may project over a landscaped area a maximum of one foot when such area is at least five feet in depth per each abutting parking space. Landscaped areas must be protected by wheel stops or curbing.
 - (e) No parking stall shall be located more than 75 feet from the edge of any landscaped area.
 - (f) Trees, which provide shade or are capable of providing shade at maturity, at a rate of one per 200 square feet of required landscaped area, with a one-tree minimum, shall be the primary landscaping material. Shrubbery and hedges or living groundcover may also be used to compliment tree landscaping as long as not more than 75 percent of the required landscaped area will be used for non-living material.
 - (g) Parking lots that utilize trees in excess of those required will be allowed to reduce the total square footage of required street or side/rear yard landscaping at the following rates:
 - (i) Fifty percent increase in required trees - 20 percent.
 - (ii) Sixty percent increase in required trees - 30 percent.
 - (iii) Seventy percent increase in required trees - 40 percent.
 - (iv) Eighty percent increase in required trees - 50 percent.
- (5) ~~Two, three, four, and more than 6 dwelling units.~~ Multi-family structures containing more than 6 dwelling units.
- (a) Parking, setback and open space areas must be landscaped meeting the following minimum requirements for each four required parking spaces:
 - (i) Ten or less units: Two trees.
 - (ii) Eleven to 30 units: 1.75 trees.
 - (iii) Thirty or more units: 1.25 trees.
 - (b) The design of the planted areas must be as specified in Section 18.21.060(1)(a).
 - (c) Developments must be in conformance with applicable provisions of Chapters 18.75 and 18.78.
- (Ord. 5648 Sec. 1, 2016; Ord. 5573 Sec. 1, 2014; Ord. 5204 Sec. 12, 2007; Ord. 5180 Sec. 1, 2007)

TITLE 18 - ZONING
CHAPTER 18.36 OFF-STREET PARKING

CHAPTER 18.36 OFF-STREET PARKING

18.36.060: Specific Parking Requirements.

Except for the CBD zoning district, off-street parking is as follows for the uses indicated in the following table:

Uses	Required Parking
Agricultural processing plant, warehouse	1 per employee
Ambulance service	1 per ambulance plus 1 per employee on the largest shift
Animal clinic/veterinary	1 per 250 square feet of gross indoor floor area
Animal processing facility	1 per employee
Appliance and furniture sales/service	1 per 1,000 square feet of display area
Assisted living facility	1 per 4 residents plus 1 per staff on largest shift
Auction yard (excluding livestock)	1 per 300 gross square feet
Auditoria, theatres, stadia (including religious sanctuaries)	1 per 4 fixed seats or 1 per 150 square feet of floor area
Automobile impound yard	1 per 500 gross square feet of building area plus 1 per 5,000 gross square feet of outdoor storage area
Automobile sales/rental	1 per 400 gross square feet of inside display area, 1 per 2,000 gross square feet of outside display area
Automobile/truck/RV/motor-cycle service, painting, repair, body and fender works	1 per 300 gross square feet plus 2 per service bay (each space in a service bay counts as a parking space)
Bank, savings/loan and other financial institutions	1 per 300 gross square feet; if a drive-through window is provided may be reduced to 1 per 400 gross square feet
Barber/beauty shop	1 per chair and 1 per employee
Bed and breakfast	1 per guest room
Bowling alley	4 per lane plus additional required spaces for other uses
Brewery, winery and/or distillery	1 per each employee on the maximum shift plus 1 space per 4 seats in any tasting room or other visitor facility
Building supply and home improvement	1 per 300 gross square feet of retail area, 1 per 1,000 gross square feet of warehouse area, 1 per 600 gross square feet of assembly or light manufacturing area
Call center, telephone	1 per employee
Carnival, circus	1 per 400 gross square feet lot area
Carpenter shop	1 per 600 gross square feet
Carwash, self-service	2 spaces for drying and cleaning purposes per stall, plus 3 reservoir spaces in front of each stall
Casino	1 per 50 gross square feet of dining, bar, gaming and dance space, plus 1 per 2 employees
Church or other place of worship	1 per 4 seats or 8 lineal feet of bench seating; plus additional required spaces for other uses

College or university	1 per 600 gross square feet of classroom and 1 per 5 seats in principal assembly room
Community hall, club or lodge	1 per 200 gross square feet
Community recreational facility	1 per 200 gross square feet
Community residential facility	2 plus 1 per employee on maximum shift
Composting storage/ processing, commercial	3 plus 1 per employee
Contractor's yard	1 per employee
Convalescent home, nursing home	1 per 2 beds
Convenience store	1 per 350 gross square feet, plus 2 for every 2.5 seats of on-site seating, but not less than 10. Service area at gas pumps shall not be counted as parking spaces
Dance, exhibition and assembly halls	1 per 75 square feet of gross floor area of main assembly room
Day care, child and adult	1 per employee, plus 1 per 10 children or adults
Dry cleaning, retail	The greater of 3 spaces or 1 per 300 square feet except where located in a shopping center.
Dry cleaning, laundry, linen supply plant, commercial	1 per 600 gross square feet
Dwelling, accessory apartments	1 per dwelling unit
Dwelling, congregate	1 per sleeping room
Dwelling, elderly or handicapped (two or more units)	1 per 1.5 units; a reduction of the number of parking to 1 per 2 units allowed if: a) Public transportation directly available; and b) Essential services, specifically shopping, is available within ½ mile of site; and c) A notarized agreement to provide additional off-street parking in conformance with applicable regulations if all or portion of complex converts to complex not restricted to elderly or handicapped
<u>Dwelling, middle housing See (4) below</u>	<u>1 per dwelling unit on lots no greater than 6,000 square feet before subdivisions or lot splits; and</u> <u>2 per dwelling unit on lots greater than 6,000 square feet before subdivisions or lot splits</u>
Dwelling, multifamily	
Studio and 1 bedroom	1 per dwelling unit, plus 5% of total for guests
Two or more bedrooms	1.5 per dwelling unit, plus 5% of total for guests
Dwelling, one-and-two single-family, townhouse	2 per dwelling unit
Electrical/electronic/computer component and system manufacturing/assembly	1 per 600 gross square feet
Entertainment/recreation facilities, indoor	1 per 250 gross square feet for areas not covered below, except when located in a shopping center
Skating rink	1 per 200 gross square feet
Swimming pool/jacuzzi	1 per 100 gross square feet of water surface area
Tennis, racquetball and similar courts	2 per court

Entertainment/recreation facilities, outdoor	
Golf course	4 per hole
Golf driving range/ training center	2 per designated driving station on driving range and 1 per 500 square feet of putting/chipping green
Skating rink	1 per 200 gross square feet
Sports field	20 per acre of site
Swimming pool/jacuzzi	1 per 100 gross square feet of water surface area
Tennis, racquetball and similar courts	2 per court
Equipment rental shop	1 per 300 gross square feet of retail, office or shop use, 1 per 1,000 gross square feet of outdoor storage or display area
Equipment sales, repair, and maintenance	3 plus 1 per employee
Espresso/latte stand (no seating)	1 plus 1 per employee
Exercise facility/gym athletic club	1 per 100 gross square feet
Fire station	1 space per employee on the maximum shift
Freight forwarding	1 per 2,000 square feet
Fueling station	1 per 4 pumps
Funeral home	1 per 4 seats or 8 feet of lineal bench in chapel area
Greenhouse/nursery, commercial	1 per 400 gross square feet of indoor retail, 1 per 1,000 gross square feet of outdoor display or storage area
Hospital	1 per 4 patient beds; plus one space per doctor; plus 1 per each 3 additional employees
Hotel/motel	1 per guest room; plus additional required spaces for other uses
Kennel/animal boarding/shelter	3 plus 1 per each employee
Laboratories	1 per 600 gross square feet of office, 1 per 600 gross square feet of laboratory or shop area
Landscape materials sales	3 plus 1 per employee
Laundromat	1 per 250 square feet
Manufactured (mobile) home park	2 per dwelling unit plus 5% total for guest parking
Manufacturing	1 per employee on the maximum shift
Medical/dental clinic	5 per each doctor or dentist
Model home sales	1 per 2,000 gross square feet of sales area
Motor vehicle parts sales/service	1 per 300 square feet
Museum, libraries	1 per 800 gross square feet
Office, professional and general	1 per 250 gross square feet
Office, professional and general with drive-thru window service	3 stacking stall spaces plus 1 per 250 gross square feet
Post office, postal center	1 per 200 gross square feet of floor area plus 1 employee
Print shop	1 per 400 gross square feet
Racetrack	1 per each 4 fixed seats
Recreational vehicle park/campground	1 per RV park/campsite
Recreational vehicle sales and service	1 per 3,000 gross square feet of display area
Restaurant	1 per 4 seats, except when located in a shopping center

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Restaurants with drive-in facilities	1 for each auto serving space plus 1 for every 4 seats outside the vehicle
Restaurant with drive-through window service	6 stacking stall spaces plus 1 for every 4 seats outside the vehicle
Retail sales, indoor	1 per 200 gross square feet, except when located in a shopping center
Retail sales, outdoor	1 per 5,000 gross square feet of retail sales area in addition to any parking requirements for buildings, except when located in a shopping center
Schools, professional, vocational and trade	1 per each 3.5 seats in classroom area
Schools, public and private, 7 through 12	1 per teacher; plus 1 per each other employee; plus 1 per 6 students
Schools, public and private, K through 7	1 per teacher; plus 1 per other employee
Services, retail	1 per 250 square feet except when located in a shopping center
Shopping centers	4.5 per 1,000 square feet of gross leasable area (GLA) for centers having GLA less than 400,000 gross square feet, and 5 per 1,000 gross square feet of GLA for centers having a GLA of over 400,000 gross square feet
Showroom, industrial	1 per 500 gross square feet of display area
Solid waste recycling/transfer site	3 plus 1 per each employee
Specialized training/learning schools or studios	1 per 300 gross square feet
Storage, general - indoors, warehousing	1 per each 3,500 gross square feet
Storage, general - outdoors, display	3 plus 1 per each employee
Personal services	1 per 250 square feet
Tavern	1 per 4 seats, except when located in a shopping center
Transit center	1 per each 200 gross square feet
Warehousing	1 per each 3,500 gross square feet
Wrecking, recycling, junk and salvage yards	1 per each employee plus 3 visitor spaces

- (1) Unlisted uses: The Planning Director shall determine parking requirements for any use not specifically included in the table above based on similarities with listed uses.
- (2) Single- and multi-family developments must conform to the applicable provisions of Chapter 18.75 KMC.
- (3) Commercial developments must conform to the applicable provisions of Chapter 18.78 KMC.
- (4) [Middle housing parking requirements in portions of the city for which the Department of Commerce has certified a parking study in accordance with RCW 36.70A.635\(7\)\(a\), shall comply with the off-street parking requirement provided in the certification from the Department of Commerce.](#)

(Ord. 5854 Sec. 1, 2020; Ord. 5716 Sec. 1, 2017; Ord. 5434 Sec. 10, 2012; Ord. 5359 Sec. 2, 2011; Ord. 5180 Sec. 1, 2007)

18.36.100: Development and Maintenance of Parking Areas.

Every public and private parking area must be developed and maintained as follows (if an adjacent property is a parking area, this provision may be waived):

- (1) **Surfacing.** The area must be surfaced with asphalt or Portland cement binder pavement to provide a durable and dustless surface, be graded and drained for the on-site disposal of all surface water; and be arranged and marked for the orderly and safe loading, unloading, parking and storage of vehicles and constructed to applicable construction standards. For residential zoning districts the driveway to the primary parking structure/area for each dwelling unit must be surfaced with asphalt or Portland cement binder pavement, or an alternative hard surface as approved by the Planning Director. The driveway for accessory structures not used for primary parking and not used as a dwelling in residential zoning districts can be surfaced with a minimum three-inch compacted gravel. The Planning Director may allow parking to be completed within six months after issuance of a certificate of occupancy for good cause. Any further extensions are to the approval of the Planning Commission.
- (2) **Parking Area Lighting.** Lighting for off-street parking must be directed and shielded to not illuminate surrounding residential areas.
- (3) **Other Improvements.** Barriers, curbs or tire stops must be installed if a parking area abuts a structure, adjacent properties, except when such property is a parking area, or public right-of-way. Traffic controls must be installed if deemed necessary by the City Engineer for public safety.
- (4) **When a parking lot is to be landscaped,** the landscaped areas are to be surrounded by a minimum six-inch high curb, be serviced by a sprinkler-head water system, be maintained and kept free of all weeds and debris.
- (5) **Screening from R Districts.** If an off-street parking lot abuts any R district, it must be screened by a masonry wall, tight board fence or screened chain link fence, at least three but not more than six feet high.
- (6) **Driveways.** Driveways in C, UMU or I districts must be at least 28 feet from pedestrian crosswalks and surfaced with asphalt or Portland cement binder pavement, or an alternative hard surface as approved by the Planning Director. Driveway widths should not be less than 30 feet in width.

(Ord. 5716 Sec. 4, 2017; Ord. 5574 Sec. 1, 2014; Ord. 5463 Sec. 1, 2012; Ord. 5204 Sec. 13, 2007; Ord. 5180 Sec. 1, 2007)

TITLE 18 - ZONING
CHAPTER 18.42 LAND USE PERMITS

CHAPTER 18.42 LAND USE PERMITS

18.42.110: Site Plans.

- (1) No building permit will be issued nor may any use or change in use be made of land without a site plan. This does not apply to open or temporary land uses which do not exceed ten days in duration or single-family and ~~duplex~~ middle housing residences and their accessory structures in R districts.
- (2) Each site plan or amendment submitted for approval must be accompanied by a scale drawing, showing lot lines and dimensions, the location of existing structures intended to remain, proposed buildings or improvements, the heights of all structures, parking lot design and location including access and drainage, street right-of-way lines, setbacks, exterior lighting, garbage facilities, signs, landscaping, fences, and any other information necessary to ensure compliance with the provisions of this Title. If known, the plan must indicate the proposed or probable use of the development and a brief statement of the type of construction contemplated.
- (3) The plan will be conditioned or amended so that the development will conform in all respects to this Title and other applicable laws and ordinances.
- (4) The plan will be such as to best harmonize with the project's surroundings and not be detrimental to the use and development of adjoining properties.
- (5) Any permit or amendment thereto which authorizes the division of property in lieu of a plat or short plat must be recorded with the Benton County Auditor. The plans and the record of survey filed therewith have the same legal effect as a plat.
- (6) Site Plans must be in conformance with the applicable design standards in Chapter 18.75 and Chapter 18.78.

(Ord. 5471 Sec. 2, 2012; Ord. 5355 Sec. 1, 2011; Ord. 5180 Sec. 1, 2007)

CHAPTER 18.75 RESIDENTIAL DESIGN STANDARDS**18.75.010: Purpose.**

- (1) Design Standards for single-family, [middle housing](#) and multi-family residential developments, which are on file in the Planning Department, implement the goals and policies of the City's Comprehensive Plan by promoting quality development using the best management practice in design, project review, and construction. This Chapter is to provide clear guidelines for single-family, [middle housing](#) and multi-family residential developments in any applicable district. The standards are intended to offer flexibility and creativity and promote quality development.
- (2) The underlying principles of the Design Standards are to ensure compatibility with the residential character of a neighborhood, promote sustainability, offer choices of living and movement, encourage variety and creativity in design, and provide a safe and pedestrian friendly streetscape for Kennewick.

(Ord. 5180 Sec. 1, 2007)

18.75.020: Definitions.

- (1) *Development Standards—Residential Multi-Family* means standards for multi-family development in accord with the Design Standards.
- (2) *Development Standards—Residential Single-Family [and Middle Housing](#)* means standards for single-family [and middle housing](#) development in accord with the Design Standards.

(Ord. 5309 Sec. 21, 2010; Ord. 5180 Sec. 1, 2007)

18.75.030: General Requirements.

- (1) Standards in this Chapter are applicable to all new single-family, [middle housing](#) and multi-family residential developments within the City except for the Urban Mixed-Use District which shall comply with KMC 18.80. The mandatory standards will be made available in the Kennewick Municipal Code. These standards shall take precedence in case there is a conflict in the KMC. The Planning Director shall have authority to resolve any conflicts in the standards in order to promote the City's objectives and goals.
- (2) All mandatory standards are to be followed throughout subdivision design and platting and multi-family design and construction. Although a developer is not bound to follow the recommended standards, these allow more flexibility than the existing code, promote better aesthetics and design solutions and are often implemented through the site plan review process (18.42.110).
- (3) Single-family, [middle housing](#) and multi-family development must be in conformance with the contents of this Chapter and the Design Standards on file in the Community Planning Department. If a provision of the Kennewick Municipal Code is contrary or conflicts with this Chapter, the provisions of this Chapter shall prevail.

(Ord. 5717 Sec. 1, 2017; Ord. 5309 Sec. 22, 2010; Ord. 5180 Sec. 1, 2007)



Residential Design Standards

Single-family and Middle Housing

City of Kennewick, WA

March 02, 2004

Scope and Applicability

These standards are applicable to all new single-family [and middle housing](#) residential developments within the City limits. The mandatory standards will be made available in the Kennewick Municipal Code. These standards shall take precedence in case there is a conflict in the KMC. The Director of the Community Planning Department shall have the final authority to resolve any conflicts in the standards in order to protect the City's objectives and goals.

All mandatory standards are to be strictly followed throughout the subdivision design and platting. Although a developer is not bound to follow the recommended standards, recommended standards allow more flexibility than the existing code and promote better aesthetics and design solutions.

Fences

Intent:

To provide setbacks that minimize the domination of fences in the streetscape, improve pedestrian safety on sidewalks, and improve the aesthetic appearance of public streets and fences.

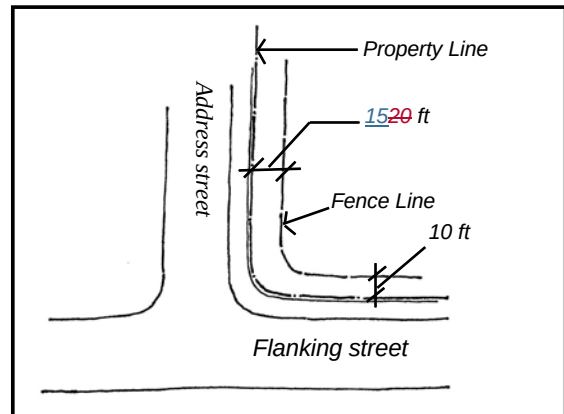
Standards to implement the intent:

Mandatory

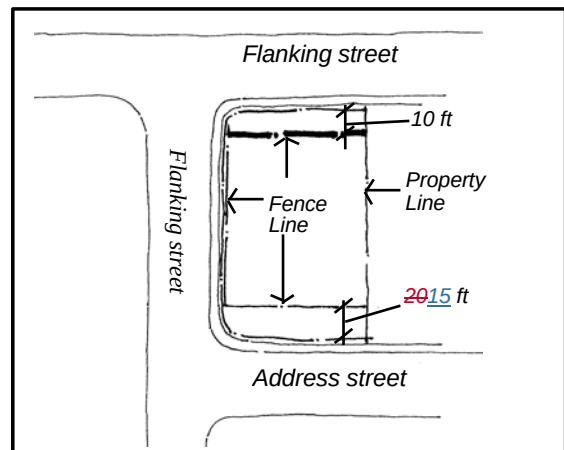
1. Limit the maximum height to six feet.
2. Fences along alleys, and walkways open to the public shall be no more than 4 feet solid or 6 feet open in height or a combination of both with a maximum of four feet solid portion starting from the ground level.
3. For corner lots - fencing over 36 inches in height must be setback 10 feet from the flanking street property line.
4. For lots with triple street frontages - fences over 36 inches are permitted at the property line of one non-addressed street side.
5. Masonry columns minimum 2 feet wide must be included along arterial streets at every 50 feet maximum.
6. Razor wire, barbed wire and electric wire are not permitted in any residential zone.
7. Chain link fencing with slats is not permitted when visible from a public or private street.
8. The support posts and stringers must be on the interior & not face the street.
9. Non-conforming fences installed without a building permit are not vested.
10. Amortization - minor repair of less than 25% of the linear feet of a legal non-conforming fence does not trigger compliance with the new code; however, the cumulative repair of 100% within a two-year period or less shall trigger the necessity for compliance.

(Continued to the next page)

DO



Corner lots - fence over 36 inches



Triple frontage lot - fence over 36 inches



Open fence with masonry posts

Fences (Contd)

Recommended

11. Use of durable materials (e.g. masonry) is strongly encouraged.
12. Fences in public rights of way or easements may be approved only after a license agreement or encroachment permit has been approved.

DO



Example of fence setback on a regular lot



Example of fence setback on a corner lot

DO NOT



No maintenance



Fence on the edge of the sidewalk

Residential Subdivision Signage

Intent:

To provide the opportunity for the identification of individual neighborhoods while placing reasonable restrictions on the size, number, location, height and physical quality of subdivision signage.

Standards to implement the intent:

Mandatory

1. Signs must be a maximum of 6 feet in height.
2. Signs must be located at the entrance to the subdivision and not be located off site. Location of signage must be incorporated with landscaping tracts.
3. There must be provisions for long-term maintenance of signs by a homeowners association.
4. Signs must be made from durable materials such as masonry, cultured stone, rock or metal. Wood signs are not permitted.
5. A maximum of 32 square feet in area per sign is allowed unless a master signage plan has been approved by the City for the entire subdivision.
6. Lighting of the sign must comply with the City's Outdoor Lighting Ordinance (KMC 18.7639).
7. Sign must be designed to minimize the potential for vandalism and to prevent them from falling into disrepair.
8. The number of signs is limited to one per entrance from an arterial street, with a maximum of one sign if the subdivision has no arterial street frontage.

DO NOT



Poorly maintained sign

DO



Signage incorporated with landscaping tract and open space



Masonry sign in Hansen Park development

Sculptural sign



Residential Street Lights

Intent:

To establish streetlights in residential areas that are appropriately scaled to neighborhood and residential streetscape. To promote pedestrian and vehicular safety, and to improve the aesthetic appearance of public and private streetlights without creating undue maintenance burden.

Standards to implement the intent:

Mandatory

1. All lighting features must be shielded to prevent stray upward light in order to comply with the City's Outdoor Lighting Ordinance (KMC Chapter 18.7639).

Recommended

2. Pedestrian-scale street lighting consistent with the residential character of the neighborhood should be implemented.

Background Information

- Public street lights are either owned by the City of Kennewick or the Benton PUD. All light fixtures are maintained by the Benton PUD via contractual maintenance agreement. In nearly every case the City owned street lights have aluminum poles.
- The City's current specifications for residential street light poles are 30.5 feet in height and spaced 300 feet apart on alternating sides of the street. Shorter street light poles will result in closer street light spacing. The 30.5 ft. pole height and 100 watt luminare were chosen to cast a minimum amount of light onto the street and to minimize the amount "backwash" light into the abutting homes. Nearly all new intersections have at least one street light.
- The Benton PUD would prefer that the City approve only one type of street light so as to simplify the process of ordering and stocking of replacement parts.
- The Benton PUD is open to the concept of the City allowing an alternate type of street light.

(Continued to the next page)



Current City Standards



Street light at PineWood neighborhood



Street light at Washington Street (towards Clover Island)

Residential Street Lights (Contd.)

Background Information

- Many street lights are made by manufacturers that have designed families of different type of lights that can be maintained with interchangeable parts.
- Several developers have proposed shorter, decorative poles because the street light required by the City's standards are less aesthetically appealing.



Street light at Canyon Lakes



Meadow Hills subdivision street lights



Downtown Kennewick street lights

Recreational Vehicle Storage

Intent:

To provide well-designed locations for RV storage and minimize adverse effects of RV storage on adjacent individual lots.

Common RV storage areas for the use of owners and residents within a subdivision

Mandatory

1. RV storage area must be developed as a separate tract and incorporated into the subdivision's maintenance bylaws, which includes provisions for perpetual maintenance if the mechanism for maintenance by the homeowners association fails.
2. Must be screened from view with a vegetative buffer as required in KMC Chapter 18.64 [12.130](#) and maintained with a six-foot minimum height.
3. Must be lighted by standards that are not more than 15 feet above ground level and there shall be no direct light visible from outside the storage area. Verification by a qualified professional is required prior to final approval.
4. Must be paved with a storm drainage system design to the City's requirements.

RV's storage on lots when accessory to a home

Mandatory

1. Must be screened by a 6-foot solid fence, wall or vegetative hedge.
2. Must not be in the front yard setback (forward of front wall of the building structure).
3. Must not be parked on a public street for more than 72 consecutive hours.

Recommended

4. Homeowners Association should be responsible to ensure that RVs stored in individual lots are in compliance with the City standards.

DO



Common RV storage area screened behind the wall



RV on a lot - screened and fenced

DO NOT



RV, boat on a lot - no screening, stored in the frontyard setback area

Setbacks

Intent:

To minimize garage domination and encourage liveliness of a streetscape. To provide property owners with more side yard flexibility without unduly crowding dwellings in a way that would limit access to light and air. To provide for the creation of driveways that can accommodate larger vehicles without interrupting pedestrian movement on the sidewalk.

Standards to implement the intent:

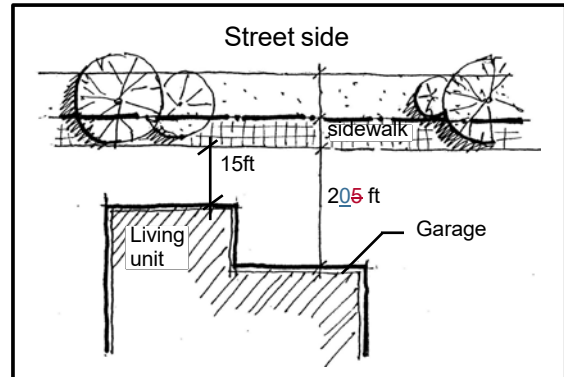
Mandatory

1. Side yards - lots with shared driveways with the adjacent lot - five feet on one side, ten feet on the shared driveway side. For shared driveways twenty feet or wider, the setback shall be fifteen feet. For lots with individual driveways, five feet on each side.

Recommended

2. The living unit of a home may be setback from the back of the walk a minimum of 15 feet if the attached garage is setback at least 205 feet from the back of the walk.

DO



Sideyard setback for shared driveways



Living unit in the front, garage is set back



Less setback for non-garage front

DO NOT



Garage dominates the front side leaving inadequate driveway length

Shared Street Frontages

Intent:

To provide the opportunity for shared frontage lots that meet certain minimum standards, to increase diversity of housing styles within subdivisions, to promote the in-filling of vacant lands. And increase on-street parking by minimizing the number of driveways.

Standards to implement the intent:

Mandatory

1. Private driveways shall not be required to be wider than 12' and shall not be required to have unobstructed vertical clearance more than 13'6" except when it is determined to be in violation of the International Fire Code or other fire, life, and safety standards, such as site distance requirements. ~~There shall not be more than two adjoining~~
2. ~~1. lots created without public street frontage. A maximum of four units shall be permitted to share a single driveway.~~
3. ~~2. Private driveway access shall be permitted for middle housing development with any number of units when a fire apparatus access road (20' min.) is within 150' of all structures on the lot and all portions of the exterior walls of the first story of the buildings, as measured by an approved route around the exterior of the buildings. Sign with addresses shall be posted on the street side for all lots that do not abut any public or private street. Addresses must be posted on both public and private streets for each lot.~~
3. When a fire apparatus road (20' min) is not within 150' of all structures on the lot, item (1) does not apply and one of the following conditions must be met:
 - a. All residences shall be equipped throughout with an approved automatic sprinkler system meeting International Fire Code requirements.
 - b. No more than two units are accessed via the same private driveway.
 - ~~a.c.~~ Fire apparatus access roads cannot be installed because of location on property, topography, waterways, nonnegotiable grades or other similar conditions, and an approved alternative means of fire protection is
4. Private drives exceeding 600 feet in length shall have an approved turn-around provided for emergency fire apparatus in accordance with City of Kennewick Standard DWG. NO. 2-1 Cul-De-Sac and Alternate Residential Street Turn- Around. ~~There must be a vehicle turn-around area that allows one backing movement to enable the vehicle to re-enter the public street front.~~
5. ~~Non-street frontage lots must meet applicable front, rear and side yard setbacks and each lot must have at least four two off-street parking.~~
5. Private driveway access, separate from access to an existing home, shall be permitted unless it is determined to be in violation of the International Fire Code or other fire, life, safety standards, such as site distance requirements.
6. A minimum 4 ft by 4ft Ssign with addresses shall be posted on the street side for all lots that do not abut any public or private street. Addresses must be posted on both public and private streets for each lot.
7. The shared driveway must be maintained by the Homeowners Association or by the adjoining property owners. A maintenance agreement must be recorded prior to the issuance of the certificate of occupancy.
- ~~6-8. This subsection is not intended to limit~~

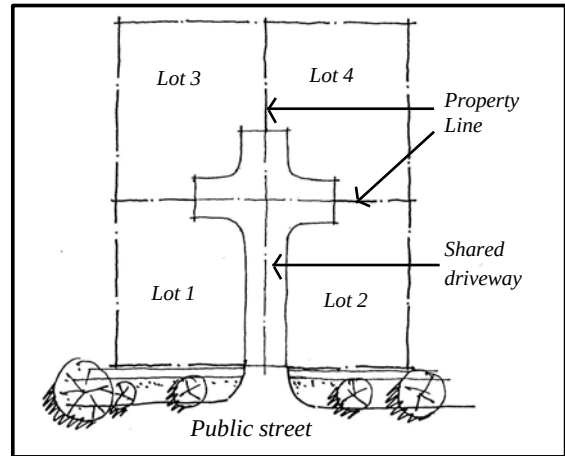
provided. ~~Depth and width of the shared driveway: Less than 150 ft depth shall have a minimum of 12 ft wide driveway. More than 150 ft depth shall require turnaround radius for Fire Apparatus and 20 ft wide driveway to comply with the Kennewick Fire Code.~~

the applicability of the adopted International Fire Code, except as otherwise presented in this subsection.

DO



Shared driveway



Two lots in the front and two behind



Shared street frontage for sloped lots

Alleys

Intent:

To provide the opportunity for the creation of lots and homes with vehicular accesses from alleys in a way that enhances the visual quality of the neighborhood, are safe to see and use and provide emergency and utility vehicles access.

Standards to implement the intent:

Mandatory

1. Alleys must be shown as a tract, and paved and maintained by the homeowner's association for long-term maintenance.
2. Fences abutting the alley must be limited to 4 feet in height in order to create safe spaces that are visible from abutting homes while maintaining a reasonable degree of privacy for residents.
3. Alleys shall not be more than 24 feet wide except as determined by the Fire Marshall when topographical constraints may warrant a greater width.
4. Addresses must be posted on both the alley side and the front side of the lot. Alleys must not allow on-street parking and 'no parking' signs must be posted at each end of the alley.
5. Alleys need to be included in the storm water plan.

Recommended

6. Allow garages (attached and detached) and detached accessory units near the rear property line facing the alley.
7. Include provisions for lighting in addition to that on garages.
8. Fences to be setback as far from the alley as accessory buildings are.
9. Garage access/drive aprons should be short enough to discourage parking outside of garages that would compromise use of the alley by emergency and utility vehicles.
10. Require planting consistent with the neighborhood character.

DO



Landscaping in alleys



Low height fence to increase visibility and safety

Pedestrian Walkways

Intent:

To increase connectivity through a network of vehicular and pedestrian circulation, make pedestrian walkways safe, visible and convenient, and promote a pedestrian friendly environment.

Standards to implement the intent:

Mandatory

1. Clearly defined and identifiable pedestrian connections shall be provided within blocks when the length of a block is more than 600 feet.
2. Total width of the pedestrian walkways including the hard surfaced walkway and landscape shall be at least 10 feet.
3. Pedestrian walkways must be a combination of hard surface walkways, living ground cover (such as grass, shrubs) and trees. Other landscaping elements shall include the followings:
 - a) Pedestrian lighting, e.g. bollard and one of the followings:
 - b) Special features like trellises
 - c) Special pavement
 - d) Special interest landscaping
4. Minimum width of a hard surfaced walkway shall be at least five feet.
5. Fences abutting alleys shall be no more than 4 feet solid or 6 feet open in height or a combination of both with a maximum of four feet solid portion from the ground.
6. Walkways must be protected from future development with easements and deed restrictions and must have the provision for perpetual maintenance by the homeowner's association.

(Continued to the next page)

DO



Meandering walkways on a 20 ft wide tract



Walkways (8 ft wide) with open space on one side



Walkway connecting the street crosswalk

Pedestrian Walkways (Contd.)

Recommended

7. A combination of brick paving and/ or colored stamped concrete or similar paving material is encouraged. Incorporation of non-linear, meandering sidewalks compatible with the neighborhood design is also encouraged.
8. Pedestrian walkways are strongly encouraged to be connected with parks, open spaces and/ or common areas within the development or in the vicinity.

DO NOT



Narrow walkway with 6 ft tall solid fences on both sides - creating tunnel effect

Scope and Applicability

These standards are applicable to all new multi-family residential developments within the city limits except middle housing. Multifamily is defined as one single parcel/lot containing more than ~~one-six~~ dwelling units either attached or detached. Examples are: apartments, condominiums, group houses, and in some cases townhouses in groups of 7 units or more ~~including duplex, triplex, four-plex etc.~~

The mandatory standards will also be made available in the Kennewick Municipal Code. These standards shall take precedence in case there is a conflict with the KMC. This standards do not intend to prohibit any creative design and development solution by professional designers/ developers that might generate a better quality development. The Director of the Community Planning Department shall have the final authority to resolve any conflicts in the standards in order to protect the City's objectives and goals.

All mandatory standards are to be strictly followed throughout the multifamily design and development. Although a developer is not bound to follow all of the recommended standards, recommended standards allow more flexibility than the existing code and promote better aesthetics and design solutions, and will be implemented during the site specific review process.

14.09.080: Connections for ~~Accessory Dwelling Units~~ Additional Dwellings.

~~For accessory dwelling units (ADU) defined in KMC 18.09.030 and 18.09.035, they may be connected into the existing water service for the principal dwelling unit, behind the water meter, without a separate and independent connection with the public water system, if:~~ When additional dwelling units are added to a single residential lot, the following applies:

(1) Water Service Connection Allowances:

<u>Number of Units</u>	<u>Minimum Number of Connections</u>	<u>Minimum Water Line Size</u>	<u>Minimum Meter Size</u>
<u>1-2 units</u>	<u>1</u>	<u>1"</u>	<u>3/4"</u>
<u>3-4 units</u>	<u>2 (1 per 2 units)</u>	<u>1"</u>	<u>3/4" meter per connection</u>
<u>5+ units</u>	<u>1 per every 2 dwelling units</u>	<u>1"</u>	<u>3/4" meter per connection</u>

~~The ADU is detached from the primary dwelling unit and the property cannot be further subdivided due to the size of the property and its current zoning; or~~

~~(2) The ADU is attached to the primary dwelling unit regardless if the property is subdividable under current zoning; or~~

~~(3) If allowed by the mutual consent of the Community Planning Director and~~ Deviations from KMC 14.09.080 (1) may be permitted by the Public Works Director.

(Ord. 5965 Sec. 1, 2022)

14.22.030: Public Sewer System Connections.

It is unlawful to make any connection to a building sewer, side sewer, public sewer system, or natural outlet without complying with all of the provisions of this Chapter and Chapters 14.24 through 14.28, and other ordinances in relation thereto, and before paying required fees and obtaining an approved connect order. A licensed contractor, person or duly authorized agent shall not break, alter, or tamper with any public sewer system or its appurtenances except to make a connection to an existing wye or tee after obtaining a connect order.

- (1) Fees. Before making any connection or receiving an approved connect order, required fees shall be paid. Sanitary sewer fees are defined in Chapter 14.24. Storm sewer fees are defined in Chapter 14.28.
- (2) Connect Order. Before making any connection, a completed connect order shall be filed with the City Finance Department and approved by the Director.
 - (a) The Director may change or modify the application and designate the manner and place where the side sewer shall connect to the public sewer system, may specify the material, size and grade of the side sewer, and may determine whether or not the order shall be granted. The Director may require the applicant to furnish plans prepared and stamped by a professional engineer, licensed in this state.
 - (b) If, in the opinion of the Director, physical conditions make compliance with the provisions of this chapter and Chapters 14.24 and 14.28 impracticable, the Director may issue a connect order for installation of a connection or side sewer requiring compliance with said provisions insofar as is reasonably possible, and such connect order shall be issued only upon the condition that the property owner shall record with the Benton County Auditor an instrument acceptable to the Director agreeing to save harmless and indemnify the City from any damage or injury resulting from such installation. This section is not intended to be used to alter prescribed usage of storm and sanitary sewers.
- (3) Inspection.
 - (a) Any licensed contractor or person performing the connection shall, prior to backfilling, call for inspection of the building sewer by the building official and for inspection of the side sewer connection by the Director, 48 hours in advance of the desired inspections, excluding Saturday, Sunday and holidays. The location of the premises by address and the file number of the permit shall be given.
 - (b) If the inspector finds the work performed or materials used not in accordance with this chapter and Chapters 14.24 through 14.28, and rules and regulations, and the city standard plans and specifications, he shall notify the person doing the work and the owner or occupant of the premises by written notice. Such notice shall be all that is required to be given of the defects in the work or materials found in such inspection that must be corrected before acceptance of the work. Either the contractor, person, or a competent representative shall be on the premises, whenever so requested to meet the Director. The property owner shall also meet the Director at a mutually convenient time during regular hours of business when requested.
- (4) Service Taps. When a public sewer system service tap is required for the connecting property's side sewer connection, the City shall perform the service tap.
- (5) Required Connections. Whenever any land, buildings, or premises are required to be connected with the public sewer system as provided in Section 14.22.020, the Director, upon a field investigation that a connection is accessible, shall serve upon the owner, agent, lessee or occupant of said land, buildings, premises or habitable structures, a notice in writing specifying the time within which such connection must be made, which time shall not be more than 30 days from the date of delivery of such notice. If

such owner, agent, lessee or occupant fails, neglects or refuses to connect said land, buildings, premises or habitable structures to the public sewer system within the time specified, the Director may make such connection, and the cost, plus overhead thereon shall become the connection charge to the owner, agent, lessee or occupant, and a bill showing the amount thereof shall be mailed or delivered to him, or posted upon the premises, whereupon the amount shall immediately be paid to the City Finance Department.

- (6) **Connection Easements.** Before a building sewer may be located on private property other than the property being served by the building sewer, and before the Director issues a permit authorizing the laying of such building sewer, the owner of the building sewer shall secure a written easement from the owner of the property to be crossed. The easement shall be duly acknowledged, and shall grant the right to occupy the property for building sewer or utility purposes. The easement shall be recorded in the office of the Benton County Auditor by the owner of the building sewer, and the recording number shall be exhibited to the Director.
- (7) **Connection Reuse.** Where a new or converted building or new installation replaces an old one, the use of an existing side sewer will be permitted when approved by the Director as conforming to all requirements of this Chapter and Chapters 14.24 through 14.28.
- (8) **Connection Standards.** The connection of the building sewer and side sewer to the public sewer system shall conform to the requirements of the Uniform Building Code, the Uniform Plumbing Code, A.P.W.A. Standard Specifications, or other applicable standard rules and regulations of the City.
- (9) **Special Connections.**
 - (a) In any building, structure or premises in which the plumbing outlets or other drainage facilities are too low in elevation, as determined by the Director, to permit gravity flow to the public sewer system, wastewater shall be lifted mechanically and discharged into the public sewer.
 - (b) Whenever a situation exists involving danger of backups of sewage or drainage from a public sewer system, the Director may prescribe a minimum elevation at which the building drain may be discharged to the public sewer system. Wastewater from drains or side sewers below such minimum elevation shall be lifted mechanically to an elevation determined by the Director, or, if approved by the Director, a backwater sewage valve may be installed, provided the property owner records with the Benton County Auditor an instrument as described in subsection (b) of subsection (2) of this section. The effective operation and maintenance of the backwater sewage valve or the mechanical lifting device shall be the responsibility of the property owner.
- (10) **Connection Size.** Every dwelling unit or building shall be separately and independently connected with the public sewer, when such sewer is provided, unless such connection is six-inch diameter pipe or larger, except in accordance with subsection (b) of subsection (2) of this section, and except for certain accessory dwelling units in accordance with subsection (12) of this section. Four inches shall be the minimum diameter of pipe for gravity flow building sewers and side sewers. Pipe diameter of side sewers, for multiple dwelling, industrial or commercial buildings, shall be in accordance with the Uniform Plumbing Code and/or as required by the Engineer or Director.
- (11) **Outside City Limit Connections.**
 - (a) The Director, in addition to the application for water and sewer service set out above, will require from all applicants residing outside the territorial limits of the City, such documents as he deems necessary to ensure that the property of the applicant, or any persons claiming title through the applicant, will be annexed to the City when it becomes reasonably contiguous. In the event that the applicant refuses to execute any document as required or attempts to impair or repudiate any document or agreement executed either by himself or a predecessor in interest, the City's duty to supply services shall cease. In the event that property reasonably contiguous to the City

becomes annexed and then removed as the result of a reduction of the City limits (except when initiated by resolution) or when the proposed annexation of an area fails or is held invalid, the City's duty to provide service thereto shall cease.

- (b) Developments or groups requesting connection to the public water and sewer systems outside the City limits shall be submitted for approval to the Director and the City Council after completion of pre-zoning per RCW 35A.14.330, subject to the conditions imposed thereby.
- (12) Connections for ~~Accessory~~additional Dwelling~~dwelling Units~~units. ~~For accessory dwelling units (ADU) defined in KMC 18.09.030 and 18.09.035, they must be connected into the existing sewer service for the principal dwelling unit, without a separate and independent connection with the public sewer system.~~ When additional dwelling units are added to a single residential lot, the following applies:

(a) _____

<u>Sewer Service Connection Allowances</u>		
<u>Number of Units</u>	<u>Minimum Number of Connections</u>	<u>Minimum Sewer Line Size</u>
<u>1-2 units</u>	<u>1</u>	<u>4"</u>
<u>3+ units</u>	<u>1 per every 2 dwelling units</u>	<u>4"</u>

~~-(b)~~ Deviations from KMC 14.22.030(12) (a) may be permitted by the Public Works Director.

(Ord. 5966 Sec. 1, 2022; Ord. 2609 Sec. 6, 1981; Ord. 2480 Sec. 3, 1980; Ord. 2247 Sec. 3, 1979; Ord. 2172 Sec. 1(part), 1978; Ord. 1941 Sec. 1 (Exhibit A), 1976; Ord. 1919 Sec. 2(part), 1976)



EXHIBIT 3
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 2025-0005/DCA-2025-0002

DESCRIPTION OF PROPOSAL: Amend several sections of Kennewick Municipal Code Title 18: Zoning to implement HB 1110 (Missing Middle Housing) which was passed into Washington State law in 2023. Included in the proposed amendments are amendments to define middle housing types; where middle housing is permitted; requirements for lot size, lot width, structure height, and setbacks; unit lot density; affordable housing; off-street parking; landscaping; and other pertinent development regulations.

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: **March 14, 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.

KENNEWICK PLANNING COMMISSION
MEETING MINUTES
April 7, 2025

1. CALL TO ORDER:

Deputy City Clerk Brandi Ralston called the regular meeting of the Kennewick Planning Commission to order at 6:30 p.m. All Commissioners with the exception of Christopher Arneson were present. Commissioner Anerson arrived at 6:31 p.m.

Ms. Ralston welcomed new Planning Commissioners Christopher Arneson, Mark Barger, and Michelle Morales.

Ms. Ralston then noted that the Planning Commission is without a Chair or Vice-Chair therefore elections would be conducted.

MOTION: Commissioner Gregory moved to nominate Commissioner Hempstead as Chair.

SECOND: Commissioner Perez.

DISCUSSION: None.

VOTE: The motion passed unanimously (7-0).

MOTION: Chair Hempstead moved to nominate Commissioner Gregory as Vice Chair.

SECOND: Commissioner Rahimlou.

DISCUSSION: None.

VOTE: The motion passed unanimously (7-0).

Ms. Ralston noted that the meeting would be turned over to Chair Hempstead.

ATTENDANCE:

Commissioners Present:

James Hempstead, *Chair*
Tina Gregory, *Vice Chair*
Mark Barger, *Commissioner*
Michelle Morales, *Commissioner*
Christopher Arneson, *Commissioner*
Douglas Perez, *Commissioner*
Ana Rahimlou, *Commissioner*

City Staff Present:

Anthony Muai, *AICP Planning Director*
Steve Donovan, *AICP*
Development Services Manager
Alisha Piper, *Planner*
Matt Halitsky, *AICP Senior Planner*
Brandi Ralston, *Deputy City Clerk*

Ms. Ralston announced a quorum was established.

Chair Hempstead lead the Pledge of Allegiance.

2. CONSENT AGENDA:

MOTION: Vice Chair Gregory moved to approve the consent agenda as presented.

SECOND: Commissioner Perez.

DISCUSSION: None.

VOTE: The motion passed unanimously (7-0).

3. PUBLIC HEARINGS:

Chair Hempstead made the following statement:

"Good evening and welcome to the April 7, 2025 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 - Ehliis & Schmidt at 2109, 2117, 2123 and 2207 W 21st Avenue from Residential, Suburban Density (RS) to Residential, Low Density (RL) (COZ-2025-0001)

Chair Hempstead opened the public hearing at 6:38 p.m. for Change of Zone COZ-2025-001, proposing to change the zoning district of four lots, located at 2109 W. 21st Ave., 2117 W. 21st Ave., 2123 W. 21st Ave. and 2207 W. 21st Ave. from Residential, Suburban Density (RS) to Residential, Low Density (RL).

Property Owners:

Steven L & Parmelia M Schmidt
2109 W. 21st Ave. (2117 & 2123)
Kennewick, WA 99337

Jonathon J Ehliis

2207 W. 21st Ave.
Kennewick, WA 99337

Applicant:

Knutzen Engineering
5401 Ridgeline Dr., #160
Kennewick, WA 99338

Ms. Piper described the application, presented the staff report, and recommended the Planning Commission forward a recommendation for approval of COZ-2025-0001 to City Council.

Planning Commission Questions of Staff: None.

Testimony of Applicant/Applicant's Representative: Applicant/Owner's Representative Paul Knutzen of Knutzen Engineering spoke to his client's desire to have the properties change of zone approved.

Testimony in Favor of the Request: None.

Testimony Neutral/Against the Request: None.

Testimony of Those Registered on Virtual Format: None.

Staff Final Comments: None.

Public Testimony Closed at 6:44 p.m.

MOTION: Vice Chair Gregory moved that the Planning Commission concur with the findings and conclusions in staff report COZ-2025-0001 and recommend approval of the request to City Council.

SECOND: Commissioner Perez.

DISCUSSION: None.

VOTE: The motion passed unanimously (7-0).

b. Middle Housing Code Amendments

Chair Hempstead opened the public hearing at 6:46 p.m. for Middle Housing Code Amendments. Mr. Muai presented the staff report on proposed amendments to development regulations to allow and encourage the development of middle housing and comply with HB 1110(2023).

Planning Commission Questions of Staff: Mr. Muai answered Commissioners' questions and provided clarifying information.

Testimony of Applicant/Applicant's Representative: None.

Testimony in Favor of the Request: None.

Testimony Neutral/Against the Request: None.

Testimony of Those Registered on Virtual Format: None.

Staff Final Comments: None.

Public Testimony Closed at 7:19 p.m.

MOTION: Commissioner Barger moved that the Planning Commission concur with the findings and conclusions in the staff report DCA-2025-0002 and recommend to City Council approval of the request.

SECOND: Commissioner Perez.

DISCUSSION: None.

VOTE: The motion passed unanimously (7-0).

4. **VISITORS NOT ON AGENDA:** None.

5. **OLD BUSINESS:**

a. **CITY COUNCIL ACTION UPDATES:** None.

6. **NEW BUSINESS:** None.

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

Commissioners thanked staff and welcomed new members. Chair Hempstead also requested training for the Commission, as there are many new Commissioners. Mr. Muai noted that he is working with the City Clerk to provide OPMA/parliamentary procedure training for the Commission. Chair Hempstead also requested information on the workflow Planning Department processes.

8. **ADJOURNMENT:** Chair Hempstead concluded the meeting at 7:24 p.m. **Mr. Maui noted there is a joint planning commission and City Council Workshop on April 22, 2025. The Regular Planning Commission meeting on April 21, 2025 will be cancelled and a special meeting will be held on April 22, 2025 at 6:30 p.m.**



Brandi Ralston, CPRO
Deputy City Clerk

Council Agenda Coversheet	Item Number: 6.d.1. Item Type: Ordinance Subject: Ordinance: Relating to Public Water System Connections and Amending KMC 14.09.080 Department: Community Planning Ordinance#:	Date: 5/20/2025 Category: Ordinance
		
<u>Recommendation</u> It is recommended that the ordinance be adopted as presented.		
<u>Motion for Consideration</u> Motion to adopt the ordinance as presented.		
<u>Summary</u> The proposed ordinance will amend KMC 14.09.080 to address connections to public water services when additional dwelling units are added to a parcel.		
<u>Alternatives</u> None recommended		
<u>Fiscal Impact</u>		
Attachments: 1. Ordinance 2. Redline		

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO PUBLIC WATER SYSTEM
CONNECTIONS AND AMENDING SECTION 14.09.080 OF THE
KENNEWICK MUNICIPAL CODE

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

Section 1. Section 14.09.080 of the Kennewick Municipal Code, be, and the same hereby is, amended to read as follows:

14.09.080: Connections for Additional Dwellings.

When additional dwelling units are added to a single residential lot, the following applies:

(1) Water Service Connection Allowances:

Number of Units	Minimum Number of Connections	Minimum Water Line Size	Minimum Meter Size
1-2 units	1	1"	$\frac{3}{4}$ "
3-4 units	2 (1 per 2 units)	1"	$\frac{3}{4}$ " meter per connection
5+ units	1 per every 2 dwelling units	1"	$\frac{3}{4}$ " meter per connection

(2) Deviations from KMC 14.09.080 (1) may be permitted by the Public Works Director.

(Ord. 25-_____ Sec. 1, 2025; Ord. 5965 Sec. 1, 2022)

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, and
signed in authentication of its passage this 20th day of May, 2025.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO PUBLIC WATER SYSTEM
CONNECTIONS AND AMENDING SECTION 14.09.080 OF THE
KENNEWICK MUNICIPAL CODE

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

Section 1. Section 14.09.080 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

14.09.080: Connections for ~~Accessory Dwelling Units~~ Additional Dwellings.

~~For accessory dwelling units (ADU) defined in KMC 18.09.030 and 18.09.035, they may be connected into the existing water service for the principal dwelling unit, behind the water meter, without a separate and independent connection with the public water system, if:~~ When additional dwelling units are added to a single residential lot, the following applies:

(1) Water Service Connection Allowances:

<u>Number of Units</u>	<u>Minimum Number of Connections</u>	<u>Minimum Water Line Size</u>	<u>Minimum Meter Size</u>
<u>1-2 units</u>	<u>1</u>	<u>1"</u>	<u>3/4"</u>
<u>3-4 units</u>	<u>2 (1 per 2 units)</u>	<u>1"</u>	<u>3/4" meter per connection</u>
<u>5+ units</u>	<u>1 per every 2 dwelling units</u>	<u>1"</u>	<u>3/4" meter per connection</u>

~~The ADU is detached from the primary dwelling unit and the property cannot be further subdivided due to the size of the property and its current zoning; or~~

(2) ~~The ADU is attached to the primary dwelling unit regardless if the property is subdividable under current zoning; or~~

(32) ~~If allowed by the mutual consent of the Community Planning Director and Deviations from KMC 14.09.080 (1) may be permitted by the~~ Public Works Director.

(Ord. 25-_____ Sec. 1, 2025; Ord. 5965 Sec. 1, 2022)

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, and
signed in authentication of its passage this 20th day of May, 2025.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Item Number: 6.d.2. Item Type: Ordinance Subject: Ordinance: Relating to Public Sewer System Connections and Amending KMC 14.22.030 Department: Community Planning Ordinance:	Date: 5/20/2025 Category: Ordinance
		
<u>Recommendation</u> It is recommended that the ordinance be adopted as presented.		
<u>Motion for Consideration</u> Motion to adopt the ordinance as presented.		
<u>Summary</u> The proposed ordinance will amend KMC 14.22.030 to address connections to public sewer services when additional dwelling units are added to a parcel.		
<u>Alternatives</u> None recommended		
<u>Fiscal Impact</u>		
Attachments: 1. Ordinance 2. Redline		

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO SEWERAGE SERVICE AND AMENDING
SECTION 14.22.030 OF THE KENNEWICK MUNICIPAL CODE

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

Section 1. Section 14.22.030 of the Kennewick Municipal Code, be, and the same hereby is, amended to read as follows:

14.22.030: Public Sewer System Connections.

It is unlawful to make any connection to a building sewer, side sewer, public sewer system, or natural outlet without complying with all of the provisions of this Chapter and Chapters 14.24 through 14.28, and other ordinances in relation thereto, and before paying required fees and obtaining an approved connect order. A licensed contractor, person or duly authorized agent shall not break, alter, or tamper with any public sewer system or its appurtenances except to make a connection to an existing wye or tee after obtaining a connect order.

- (1) Fees. Before making any connection or receiving an approved connect order, required fees shall be paid. Sanitary sewer fees are defined in Chapter 14.24. Storm sewer fees are defined in Chapter 14.28.
- (2) Connect Order. Before making any connection, a completed connect order shall be filed with the City Finance Department and approved by the Director.
 - (a) The Director may change or modify the application and designate the manner and place where the side sewer shall connect to the public sewer system, may specify the material, size and grade of the side sewer, and may determine whether or not the order shall be granted. The Director may require the applicant to furnish plans prepared and stamped by a professional engineer, licensed in this state.
 - (b) If, in the opinion of the Director, physical conditions make compliance with the provisions of this chapter and Chapters 14.24 and 14.28 impracticable, the Director may issue a connect order for installation of a connection or side sewer requiring compliance with said provisions insofar as is reasonably possible, and such connect order shall be issued only upon the condition that the property owner shall record with the Benton County Auditor an instrument acceptable to the Director agreeing to save harmless and indemnify the City from any damage or injury resulting from such installation. This section is not intended to be used to alter prescribed usage of storm and sanitary sewers.

- (3) Inspection.
- (a) Any licensed contractor or person performing the connection shall, prior to backfilling, call for inspection of the building sewer by the building official and for inspection of the side sewer connection by the Director, 48 hours in advance of the desired inspections, excluding Saturday, Sunday and holidays. The location of the premises by address and the file number of the permit shall be given.
 - (b) If the inspector finds the work performed or materials used not in accordance with this chapter and Chapters 14.24 through 14.28, and rules and regulations, and the city standard plans and specifications, he shall notify the person doing the work and the owner or occupant of the premises by written notice. Such notice shall be all that is required to be given of the defects in the work or materials found in such inspection that must be corrected before acceptance of the work. Either the contractor, person, or a competent representative shall be on the premises, whenever so requested to meet the Director. The property owner shall also meet the Director at a mutually convenient time during regular hours of business when requested.
- (4) Service Taps. When a public sewer system service tap is required for the connecting property's side sewer connection, the City shall perform the service tap.
- (5) Required Connections. Whenever any land, buildings, or premises are required to be connected with the public sewer system as provided in Section 14.22.020, the Director, upon a field investigation that a connection is accessible, shall serve upon the owner, agent, lessee or occupant of said land, buildings, premises or habitable structures, a notice in writing specifying the time within which such connection must be made, which time shall not be more than 30 days from the date of delivery of such notice. If such owner, agent, lessee or occupant fails, neglects or refuses to connect said land, buildings, premises or habitable structures to the public sewer system within the time specified, the Director may make such connection, and the cost, plus overhead thereon shall become the connection charge to the owner, agent, lessee or occupant, and a bill showing the amount thereof shall be mailed or delivered to him, or posted upon the premises, whereupon the amount shall immediately be paid to the City Finance Department.
- (6) Connection Easements. Before a building sewer may be located on private property other than the property being served by the building sewer, and before the Director issues a permit authorizing the laying of such building sewer, the owner of the building sewer shall secure a written easement from the owner of the property to be crossed. The easement shall be duly acknowledged, and shall grant the right to occupy the property for building sewer or utility purposes. The easement shall be recorded in the office of the Benton County Auditor by the owner of the building sewer, and the recording number shall be exhibited to the Director.

- (7) Connection Reuse. Where a new or converted building or new installation replaces an old one, the use of an existing side sewer will be permitted when approved by the Director as conforming to all requirements of this Chapter and Chapters 14.24 through 14.28.
- (8) Connection Standards. The connection of the building sewer and side sewer to the public sewer system shall conform to the requirements of the Uniform Building Code, the Uniform Plumbing Code, A.P.W.A. Standard Specifications, or other applicable standard rules and regulations of the City.
- (9) Special Connections.
 - (a) In any building, structure or premises in which the plumbing outlets or other drainage facilities are too low in elevation, as determined by the Director, to permit gravity flow to the public sewer system, wastewater shall be lifted mechanically and discharged into the public sewer.
 - (b) Whenever a situation exists involving danger of backups of sewage or drainage from a public sewer system, the Director may prescribe a minimum elevation at which the building drain may be discharged to the public sewer system. Wastewater from drains or side sewers below such minimum elevation shall be lifted mechanically to an elevation determined by the Director, or, if approved by the Director, a backwater sewage valve may be installed, provided the property owner records with the Benton County Auditor an instrument as described in subsection (b) of subsection (2) of this section. The effective operation and maintenance of the backwater sewage valve or the mechanical lifting device shall be the responsibility of the property owner.
- (10) Connection Size. Every dwelling unit or building shall be separately and independently connected with the public sewer, when such sewer is provided, unless such connection is six-inch diameter pipe or larger, except in accordance with subsection (b) of subsection (2) of this section, and except for certain accessory dwelling units in accordance with subsection (12) of this section. Four inches shall be the minimum diameter of pipe for gravity flow building sewers and side sewers. Pipe diameter of side sewers, for multiple dwelling, industrial or commercial buildings, shall be in accordance with the Uniform Plumbing Code and/or as required by the Engineer or Director.
- (11) Outside City Limit Connections.
 - (a) The Director, in addition to the application for water and sewer service set out above, will require from all applicants residing outside the territorial limits of the City, such documents as he deems necessary to ensure that the property of the applicant, or any persons claiming title through the applicant, will be annexed to the City when it becomes reasonably contiguous. In the event that the applicant refuses to execute any document as required or attempts to impair or repudiate any document or agreement executed either by himself or a predecessor in interest, the City's duty to

supply services shall cease. In the event that property reasonably contiguous to the City becomes annexed and then removed as the result of a reduction of the City limits (except when initiated by resolution) or when the proposed annexation of an area fails or is held invalid, the City's duty to provide service thereto shall cease.

- (b) Developments or groups requesting connection to the public water and sewer systems outside the City limits shall be submitted for approval to the Director and the City Council after completion of pre-zoning per RCW 35A.14.330, subject to the conditions imposed thereby.

- (12) Connections for additional dwelling units. When additional dwelling units are added to a single residential lot, the following applies:

- (a)

Sewer Service Connection Allowances		
Number of Units	Minimum Number of Connections	Minimum Sewer Line Size
1-2 units	1	4"
3+ units	1 per every 2 dwelling units	4"

- (b) Deviations from KMC 14.22.030(12) (a) may be permitted by the Public Works Director.

(Ord. 25-_____ Sec. 1, 2025; Ord. 5966 Sec. 1, 2022; Ord. 2609 Sec. 6, 1981; Ord. 2480 Sec. 3, 1980; Ord. 2247 Sec. 3, 1979; Ord. 2172 Sec. 1(part), 1978; Ord. 1941 Sec. 1 (Exhibit A), 1976; Ord. 1919 Sec. 2(part), 1976)

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, and
signed in authentication of its passage this 20th day of May, 2025.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO SEWERAGE SERVICE AND AMENDING
SECTION 14.22.030 OF THE KENNEWICK MUNICIPAL CODE

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

Section 1. Section 14.22.030 of the Kennewick Municipal Code, be, and the same hereby is, amended to read as follows:

14.22.030: Public Sewer System Connections.

It is unlawful to make any connection to a building sewer, side sewer, public sewer system, or natural outlet without complying with all of the provisions of this Chapter and Chapters 14.24 through 14.28, and other ordinances in relation thereto, and before paying required fees and obtaining an approved connect order. A licensed contractor, person or duly authorized agent shall not break, alter, or tamper with any public sewer system or its appurtenances except to make a connection to an existing wye or tee after obtaining a connect order.

- (1) Fees. Before making any connection or receiving an approved connect order, required fees shall be paid. Sanitary sewer fees are defined in Chapter 14.24. Storm sewer fees are defined in Chapter 14.28.
- (2) Connect Order. Before making any connection, a completed connect order shall be filed with the City Finance Department and approved by the Director.
 - (a) The Director may change or modify the application and designate the manner and place where the side sewer shall connect to the public sewer system, may specify the material, size and grade of the side sewer, and may determine whether or not the order shall be granted. The Director may require the applicant to furnish plans prepared and stamped by a professional engineer, licensed in this state.
 - (b) If, in the opinion of the Director, physical conditions make compliance with the provisions of this chapter and Chapters 14.24 and 14.28 impracticable, the Director may issue a connect order for installation of a connection or side sewer requiring compliance with said provisions insofar as is reasonably possible, and such connect order shall be issued only upon the condition that the property owner shall record with the Benton County Auditor an instrument acceptable to the Director agreeing to save harmless and indemnify the City from any damage or injury resulting from such installation. This section is not intended to be used to alter prescribed usage of storm and sanitary sewers.

- (3) Inspection.
- (a) Any licensed contractor or person performing the connection shall, prior to backfilling, call for inspection of the building sewer by the building official and for inspection of the side sewer connection by the Director, 48 hours in advance of the desired inspections, excluding Saturday, Sunday and holidays. The location of the premises by address and the file number of the permit shall be given.
 - (b) If the inspector finds the work performed or materials used not in accordance with this chapter and Chapters 14.24 through 14.28, and rules and regulations, and the city standard plans and specifications, he shall notify the person doing the work and the owner or occupant of the premises by written notice. Such notice shall be all that is required to be given of the defects in the work or materials found in such inspection that must be corrected before acceptance of the work. Either the contractor, person, or a competent representative shall be on the premises, whenever so requested to meet the Director. The property owner shall also meet the Director at a mutually convenient time during regular hours of business when requested.
- (4) Service Taps. When a public sewer system service tap is required for the connecting property's side sewer connection, the City shall perform the service tap.
- (5) Required Connections. Whenever any land, buildings, or premises are required to be connected with the public sewer system as provided in Section 14.22.020, the Director, upon a field investigation that a connection is accessible, shall serve upon the owner, agent, lessee or occupant of said land, buildings, premises or habitable structures, a notice in writing specifying the time within which such connection must be made, which time shall not be more than 30 days from the date of delivery of such notice. If such owner, agent, lessee or occupant fails, neglects or refuses to connect said land, buildings, premises or habitable structures to the public sewer system within the time specified, the Director may make such connection, and the cost, plus overhead thereon shall become the connection charge to the owner, agent, lessee or occupant, and a bill showing the amount thereof shall be mailed or delivered to him, or posted upon the premises, whereupon the amount shall immediately be paid to the City Finance Department.
- (6) Connection Easements. Before a building sewer may be located on private property other than the property being served by the building sewer, and before the Director issues a permit authorizing the laying of such building sewer, the owner of the building sewer shall secure a written easement from the owner of the property to be crossed. The easement shall be duly acknowledged, and shall grant the right to occupy the property for building sewer or utility purposes. The easement shall be recorded in the office of the Benton County Auditor by the owner of the building sewer, and the recording number shall be exhibited to the Director.

- (7) Connection Reuse. Where a new or converted building or new installation replaces an old one, the use of an existing side sewer will be permitted when approved by the Director as conforming to all requirements of this Chapter and Chapters 14.24 through 14.28.
- (8) Connection Standards. The connection of the building sewer and side sewer to the public sewer system shall conform to the requirements of the Uniform Building Code, the Uniform Plumbing Code, A.P.W.A. Standard Specifications, or other applicable standard rules and regulations of the City.
- (9) Special Connections.
 - (a) In any building, structure or premises in which the plumbing outlets or other drainage facilities are too low in elevation, as determined by the Director, to permit gravity flow to the public sewer system, wastewater shall be lifted mechanically and discharged into the public sewer.
 - (b) Whenever a situation exists involving danger of backups of sewage or drainage from a public sewer system, the Director may prescribe a minimum elevation at which the building drain may be discharged to the public sewer system. Wastewater from drains or side sewers below such minimum elevation shall be lifted mechanically to an elevation determined by the Director, or, if approved by the Director, a backwater sewage valve may be installed, provided the property owner records with the Benton County Auditor an instrument as described in subsection (b) of subsection (2) of this section. The effective operation and maintenance of the backwater sewage valve or the mechanical lifting device shall be the responsibility of the property owner.
- (10) Connection Size. Every dwelling unit or building shall be separately and independently connected with the public sewer, when such sewer is provided, unless such connection is six-inch diameter pipe or larger, except in accordance with subsection (b) of subsection (2) of this section, and except for certain accessory dwelling units in accordance with subsection (12) of this section. Four inches shall be the minimum diameter of pipe for gravity flow building sewers and side sewers. Pipe diameter of side sewers, for multiple dwelling, industrial or commercial buildings, shall be in accordance with the Uniform Plumbing Code and/or as required by the Engineer or Director.
- (11) Outside City Limit Connections.
 - (a) The Director, in addition to the application for water and sewer service set out above, will require from all applicants residing outside the territorial limits of the City, such documents as he deems necessary to ensure that the property of the applicant, or any persons claiming title through the applicant, will be annexed to the City when it becomes reasonably contiguous. In the event that the applicant refuses to execute any document as required or attempts to impair or repudiate any document or agreement executed either by himself or a predecessor in interest, the City's duty to

supply services shall cease. In the event that property reasonably contiguous to the City becomes annexed and then removed as the result of a reduction of the City limits (except when initiated by resolution) or when the proposed annexation of an area fails or is held invalid, the City's duty to provide service thereto shall cease.

- (b) Developments or groups requesting connection to the public water and sewer systems outside the City limits shall be submitted for approval to the Director and the City Council after completion of pre-zoning per RCW 35A.14.330, subject to the conditions imposed thereby.

- (12) Connections for ~~Accessory additional Dwelling dwelling Units~~ units. ~~For accessory dwelling units (ADU) defined in KMC 18.09.030 and 18.09.035, they must be connected into the existing sewer service for the principal dwelling unit, without a separate and independent connection with the public sewer system. When additional dwelling units are added to a single residential lot, the following applies:~~

(a) _____

<u>Sewer Service Connection Allowances</u>		
<u>Number of Units</u>	<u>Minimum Number of Connections</u>	<u>Minimum Sewer Line Size</u>
<u>1-2 units</u>	<u>1</u>	<u>4"</u>
<u>3+ units</u>	<u>1 per every 2 dwelling units</u>	<u>4"</u>

- ~~-(b) Deviations from KMC 14.22.030(12) (a) may be permitted by the Public Works Director.~~

(Ord. 25-_____ Sec. 1, 2025; Ord. 5966 Sec. 1, 2022; Ord. 2609 Sec. 6, 1981; Ord. 2480 Sec. 3, 1980; Ord. 2247 Sec. 3, 1979; Ord. 2172 Sec. 1(part), 1978; Ord. 1941 Sec. 1 (Exhibit A), 1976; Ord. 1919 Sec. 2(part), 1976)

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, and
signed in authentication of its passage this 20th day of May, 2025.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Item Number: 6.d.3. Item Type: Ordinance Subject: Ordinance: Relating to General Provisions and Amending KMC 18.03.040 Department: Community Planning Ordinance #:	Date: 5/20/2025 Category: Ordinance
		
<u>Recommendation</u> It is recommended that the ordinance be adopted as presented.		
<u>Motion for Consideration</u> Motion to adopt the ordinance as presented.		
<u>Summary</u> Proposed amendments to zone purpose statements in order to incorporate middle housing.		
<u>Alternatives</u> None recommended		
<u>Fiscal Impact</u>		
Attachments: 1. Ordinance 2. Redline		

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO GENERAL PROVISIONS AND
AMENDING SECTION 18.03.040 OF THE KENNEWICK MUNICIPAL CODE

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

Section 1. Section 18.03.040 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

18.03.040: Zone Purposes.

Consistent with the City Comprehensive Plan, the general purposes of the zones are:

- (1) RS - The purpose of the RS district is to establish areas for low density single-family and middle housing dwelling units, to stabilize and protect residential districts, and to promote and encourage a suitable environment for family life in a semi-rural setting.
- (2) RL - The purpose of the RL district is to establish areas for low density, single-family, and middle housing dwelling units, to stabilize and protect residential districts, and to promote and encourage a suitable environment for family life in an urban setting.
- (3) RM - The purpose of the RM district is to establish areas for medium density single- and multiple-family dwelling units, including middle housing dwellings, and to establish regulations for their development. The district is for more intensive residential use where necessary or desirable to achieve good neighborhood design and stabilize land use.
- (4) RH - The purpose of the RH district is to establish areas for multiple residential buildings and promote a suitable residential environment. The district is a transitional use between commercial and low and medium density residential uses.
- (5) RMH - The purpose of the RMH district is to establish areas for low density, single-family and middle housing dwelling units, protect residential districts, and to promote and encourage a suitable environment for family life in an urban setting.
- (6) RTP - The purpose of the RTP district is to establish areas for two or more manufactured homes on a single parcel in a manner that protects existing residential land uses and creates good neighborhood design.
- (7) CN - The purpose of the CN district is to establish areas for day-to-day convenience shopping and services. Such facilities must harmonize with the surrounding residential area and provide only those services, which are intended for it. Generally, one of each use is adequate to serve a given neighborhood.

- (8) CO - The purpose of the CO district is to provide areas for professional and business offices, medical clinics, and research laboratories. The district is primarily intended for non-retail sale commercial uses and restricted retail sale uses in compatible areas as transitions between more intensive uses and other commercial districts and residential districts.
- (9) CBD - The purpose of the CBD district is to accommodate a wide variety of commercial activity (particularly those that are pedestrian-oriented) together with compatible residential life styles which will result in the most intensive and attractive use of the City's Central Business District. In order to preserve the public health, safety and welfare in central business district redevelopment, protect public and private investment in property and infrastructure improvements and stabilize declining property values, certain uses of the land may be restricted or prohibited.
- (10) CC - The purpose of the CC district is to stabilize, improve and protect commercial areas, and to provide for orderly growth in new commercial areas in accord with the Comprehensive Plan. CC districts are intended for a wide range of uses to serve the community area to which they are appurtenant.
- (11) CR - The purpose of the CR district is to provide areas for a wide range of commercial uses to serve the entire region.
- (12) CAR - The purpose of the CAR district is to provide areas for automobile dealerships and most automobile related uses.
- (13) CG - The purpose of the CG district is to provide areas for heavy commercial use, wholesaling and warehousing, services supporting the primary activities of the other commercial and industrial districts, and uses which are not compatible with retail commercial zoning districts.
- (14) CM - The purpose of the CM District is to provide areas for water-oriented recreational uses such as marinas and docks, and to allow for multi-family residential development in addition to overnight accommodations, and to allow for a variety of commercial uses, including offices and retail establishments.
- (15) HMU - The purpose of the HMU District is to provide for a stable living environment for residents and proprietors choosing to locate in a historic setting, which includes limited small-scale commercial retail and non-retail uses within walking distance of those residents. The impact of these commercial uses will be compatible with the surrounding neighborhoods in size and scale, realizing that they will generate traffic from outside of the immediate neighborhood. Special design and parking requirements are used to ensure the area's unique attributes for early twentieth century architecture are not lost.
- (16) BP - The BP District is established to provide lands for and encourage the development of technological/industrial parks which will accommodate certain light industrial, technological, professional offices, and other similar activities. Building massing should be sensitive to human scale. High standards of

architecture, landscaping, and site planning are encouraged, as is the creation of well-defined building entries with features such as canopies or recessed entries.

- (17) IP - The IP district is designed to accommodate modern, large-scale administrative facilities, research institutions, laboratories and specialized manufacturing organizations which may have unusual requirements for space, light and air, but the operation of which is clean and quiet.
- (18) IL - The purpose of the IL district is to provide areas for less intensive manufacturing and industrial uses, warehousing, and distribution operations to serve the district.
- (19) IH - The purpose of the IH district is to provide areas for general industrial processing and manufacturing subject only to the protection of nearby uses and the required quality of the air and water.
- (20) JF - The purpose of the JF district is to establish areas for uses that have regional significance, but may possess objectionable operational characteristics and may adversely affect adjacent areas and neighborhoods. This district will establish standards to ensure compatibility with adjacent and planned uses, and will enable institutions of regional significance to locate in project sites of an appropriate size and scale relative to their service area. This district will also establish design standards necessary to achieve and distribute benefits associated with such facilities.
- (21) PF - The purpose of the PF district is to provide areas for public and quasi-public facilities, publicly owned or controlled parks and recreation facilities, and governmental buildings and facilities.
- (22) OS - The purpose of the OS district is to offer areas for those types of activities which require open space such as critical area environments, schools, parks, other outdoor recreation, and similar compatible uses.
- (23) UMU - The purpose of the Urban Mixed-Use district is to accommodate a wide variety of commercial and residential activity (particularly those that are pedestrian oriented) in a dense urban setting which will result in the most intensive and vibrant of the City's zoning districts. In order to preserve the public health, safety and welfare in the urban district, protect public and private investment in property and infrastructure improvements, certain uses of land may be prohibited. Conversely in many instances the Urban Mixed-Use district intentionally allows combinations of uses and development patterns allowed in no other City zoning district.

(Ord. 25-_____ Sec. 1, 2025; Ord. 5710 Sec. 2, 2017; Ord. 5434 Sec. 2, 2012; Ord. 5180 Sec. 1, 2007)

Section 2. This ordinance shall be in full force and effect July 1, 2025.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 20th day of May, 2025.

ORDINANCE 25-_____ - Page 3

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO GENERAL PROVISIONS AND
AMENDING SECTION 18.03.040 OF THE KENNEWICK MUNICIPAL CODE

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

Section 1. Section 18.03.040 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

18.03.040: Zone Purposes.

Consistent with the City Comprehensive Plan, the general purposes of the zones are:

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- (2) RL - The purpose of the RL district is to establish areas for low density, single-family, ~~and middle housing dwelling units~~residential buildings, to stabilize and protect residential districts, and to promote and encourage a suitable environment for family life in an urban setting.
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- (5) RMH - The purpose of the RMH district is to establish areas for low density, single-family ~~life~~~~and middle housing dwelling units~~, protect residential districts, and to promote and encourage a suitable environment for family life in an urban setting.
- (6) RTP - The purpose of the RTP district is to establish areas for two or more manufactured homes on a single parcel in a manner that protects existing residential land uses and creates good neighborhood design.
- (7) CN - The purpose of the CN district is to establish areas for day-to-day convenience shopping and services. Such facilities must harmonize with the surrounding residential area and provide only those services, which are intended for it. Generally, one of each use is adequate to serve a given neighborhood.

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- (15) HMU - The purpose of the HMU District is to provide for a stable living environment for residents and proprietors choosing to locate in a historic setting, which includes limited small-scale commercial retail and non-retail uses within walking distance of those residents. The impact of these commercial uses will be compatible with the surrounding neighborhoods in size and scale, realizing that they will generate traffic from outside of the immediate neighborhood. Special design and parking requirements are used to ensure the area's unique attributes for early twentieth century architecture are not lost.
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architecture, landscaping, and site planning are encouraged, as is the creation of well-defined building entries with features such as canopies or recessed entries.

- (17) IP - The IP district is designed to accommodate modern, large-scale administrative facilities, research institutions, laboratories and specialized manufacturing organizations which may have unusual requirements for space, light and air, but the operation of which is clean and quiet.
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- (22) OS - The purpose of the OS district is to offer areas for those types of activities which require open space such as critical area environments, schools, parks, other outdoor recreation, and similar compatible uses.
- (23) UMU - The purpose of the Urban Mixed-Use district is to accommodate a wide variety of commercial and residential activity (particularly those that are pedestrian oriented) in a dense urban setting which will result in the most intensive and vibrant of the City's zoning districts. In order to preserve the public health, safety and welfare in the urban district, protect public and private investment in property and infrastructure improvements, certain uses of land may be prohibited. Conversely in many instances the Urban Mixed-Use district intentionally allows combinations of uses and development patterns allowed in no other City zoning district.

(Ord. 25-_____ Sec. 1, 2025; Ord. 5710 Sec. 2, 2017; Ord. 5434 Sec. 2, 2012; Ord. 5180 Sec. 1, 2007)

Section 2. This ordinance shall be in full force and effect July 1, 2025.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 20th day of May, 2025.

ORDINANCE 25-_____ - Page 3

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Item Number: 6.d.4. Date: 5/20/2025 Item Type: Ordinance	Category: Ordinance
	Subject: Ordinance: Relating to Definitions and Adding Sections to KMC 18.09 Department: Community Planning Ordinance #:	
<u>Recommendation</u> It is recommended that the ordinance be adopted as presented. <u>Motion for Consideration</u> Motion to adopt the ordinance as presented. <u>Summary</u> The proposed amendment will add several definitions that will be used to implement middle housing requirements. The proposed definitions are for the following terms: • Cottage housing • Courtyard apartments • Duplex • Fiveplex • Fourplex • Middle housing • Sixplex • Stacked flat • Story, Half • Triplex • Unit Density <u>Alternatives</u> None recommended <u>Fiscal Impact</u>		
<u>Attachments:</u> 1. Ordinance 2. Redline		

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO DEFINITIONS AND ADDING SECTIONS
18.09.504, 18.09.508, 18.09.585, 18.09.596, 18.09.735, 18.09.775, 18.09.2007,
18.09.2027, 18.09.2035, 18.09.2097, and 18.09.2105 OF THE KENNEWICK
MUNICIPAL CODE

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

Section 1. Section 18.09.504 of the Kennewick Municipal Code, be, and the same hereby is,
added to read as follows:

18.09.504: Cottage Housing.

Cottage Housing means residential units on a lot with a common open space that either: (a) Is owned in common; or (b) has units owned as condominium units with property owned in common and a minimum of 20 percent of the lot size as open space.

(Ord. 25-_____ Sec. 1, 2025)

Section 2. Section 18.09.508 of the Kennewick Municipal Code, be, and the same hereby is,
added to read as follows:

18.09.508: Courtyard Apartments.

Courtyard Apartments means up to four attached dwelling units arranged on two or three sides of a yard or court.

(Ord. 25-_____ Sec. 2, 2025)

Section 3. Section 18.09.585 of the Kennewick Municipal Code, be, and the same hereby is,
added to read as follows:

18.09.585: Duplex.

Duplex means a residential building with two attached dwelling units.

(Ord. 25-_____ Sec. 3, 2025)

Section 4. Section 18.09.596 of the Kennewick Municipal Code, be, and the same hereby is,
added to read as follows:

18.09.596: Middle Housing.

Middle housing means buildings that are compatible in scale, form, and character with single-family houses and contain two or more attached, stacked, or clustered homes including

duplexes, triplexes, fourplexes, fiveplexes, sixplexes, townhouses, stacked flats, courtyard apartments, and cottage housing.

(Ord. 25-_____ Sec. 4, 2025)

Section 5. Section 18.09.735 of the Kennewick Municipal Code, be, and the same hereby is, added to read as follows:

18.09.735: Fiveplex

Fiveplex means a residential building with five attached dwelling units.

(Ord. 25-_____ Sec. 5, 2025)

Section 6. Section 18.09.775 of the Kennewick Municipal Code, be, and the same hereby is, added to read as follows:

18.09.775: Fourplex.

Fourplex means a residential building with four attached dwelling units.

(Ord. 25-_____ Sec. 6, 2025)

Section 7. Section 18.09.2007 of the Kennewick Municipal Code, be, and the same hereby is, added to read as follows:

18.09.2007: Sixplex.

Sixplex means a residential building with six attached dwelling units.

(Ord. 25-_____ Sec. 7, 2025)

Section 8. Section 18.09.2027 of the Kennewick Municipal Code, be, and the same hereby is, added to read as follows:

18.09.2027: Stacked Flat.

Stacked flat means dwelling units in a residential building of no more than three stories on a residential zoned lot in which each floor is a separate dwelling unit and may be separately rented or owned.

(Ord. 25-_____ Sec. 8, 2025)

Section 9. Section 18.09.2035 of the Kennewick Municipal Code, be, and the same hereby is, added to read as follows:

18.09.2035: Story, Half

Story, Half means the portion of a building between the top floor and a sloping roof, with at least two opposite exterior walls meeting the sloping roof not over three feet above such floor level.

(Ord. 25-_____ Sec. 9, 2025)

Section 10. Section 18.09.2097 of the Kennewick Municipal Code, be, and the same hereby is, added to read as follows:

18.09.2097: Triplex.

Triplex means a residential building with three attached dwelling units.

(Ord. 25-_____ Sec. 10, 2025)

Section 11. Section 18.09.2105 of the Kennewick Municipal Code, be, and the same hereby is, added to read as follows:

18.09.2105: Unit Density.

Unit Density means the number of dwelling units allowed on a lot, regardless of the size of the lot.

(Ord. 25-_____ Sec. 11, 2025)

Section 12. This ordinance shall be in full force and effect July 1, 2025.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 20th day of May, 2025.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO DEFINITIONS AND ADDING SECTIONS
18.09.504, 18.09.508, 18.09.585, 18.09.596, 18.09.735, 18.09.775, 18.09.2007,
18.09.2027, 18.09.2035, 18.09.2097, and 18.09.2105 OF THE KENNEWICK
MUNICIPAL CODE

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

Section 1. Section 18.09.504 of the Kennewick Municipal Code, be, and the same hereby is,
added to read as follows:

18.09.504: Cottage Housing.

Cottage Housing means residential units on a lot with a common open space that either: (a) Is owned in common; or (b) has units owned as condominium units with property owned in common and a minimum of 20 percent of the lot size as open space.

(Ord. 25-_____ Sec. 1, 2025)

Section 2. Section 18.09.508 of the Kennewick Municipal Code, be, and the same hereby is,
added to read as follows:

18.09.508: Courtyard Apartments.

Courtyard Apartments means up to four attached dwelling units arranged on two or three sides of a yard or court.

(Ord. 25-_____ Sec. 2, 2025)

Section 3. Section 18.09.585 of the Kennewick Municipal Code, be, and the same hereby is,
added to read as follows:

18.09.585: Duplex.

Duplex means a residential building with two attached dwelling units.

(Ord. 25-_____ Sec. 3, 2025)

Section 4. Section 18.09.596 of the Kennewick Municipal Code, be, and the same hereby is,
added to read as follows:

18.09.596: Middle Housing.

Middle housing means buildings that are compatible in scale, form, and character with single-family houses and contain two or more attached, stacked, or clustered homes including duplexes, triplexes, fourplexes, fiveplexes, sixplexes, townhouses, stacked flats, courtyard apartments, and cottage housing.

(Ord. 25-_____ Sec. 4, 2025)

Section 5. Section 18.09.735 of the Kennewick Municipal Code, be, and the same hereby is, added to read as follows:

18.09.735: Fiveplex

Fiveplex means a residential building with five attached dwelling units.

(Ord. 25-_____ Sec. 5, 2025)

Section 6. Section 18.09.2007 of the Kennewick Municipal Code, be, and the same hereby is, added to read as follows:

18.09.775: Fourplex.

Fourplex means a residential building with four attached dwelling units.

(Ord. 25-_____ Sec. 6, 2025)

Section 7. Section 18.09.2007 of the Kennewick Municipal Code, be, and the same hereby is, added to read as follows:

18.09.2007: Sixplex.

Sixplex means a residential building with six attached dwelling units.

(Ord. 25-_____ Sec. 7, 2025)

Section 8. Section 18.09.2027 of the Kennewick Municipal Code, be, and the same hereby is, added to read as follows:

18.09.2027: Stacked Flat.

Stacked flat means dwelling units in a residential building of no more than three stories on a residential zoned lot in which each floor is a separate dwelling unit and may be separately rented or owned.

(Ord. 25-_____ Sec. 8, 2025)

Section 9. Section 18.09.2035 of the Kennewick Municipal Code, be, and the same hereby is, added to read as follows:

18.09.2035: Story, Half

Story, Half means the portion of a building between the top floor and a sloping roof, with at least two opposite exterior walls meeting the sloping roof not over three feet above such floor level.

(Ord. 25-_____ Sec. 9, 2025)

Section 10. Section 18.09.2097 of the Kennewick Municipal Code, be, and the same hereby is, added to read as follows:

18.09.2097: Triplex.

Triplex means a residential building with three attached dwelling units.

(Ord. 25-_____ Sec. 10, 2025)

Section 11. Section 18.09.2105 of the Kennewick Municipal Code, be, and the same hereby is, added to read as follows:

18.09.2105: Unit Density.

Unit Density means the number of dwelling units allowed on a lot, regardless of the size of the lot.

(Ord. 25-_____ Sec. 11, 2025)

Section 12. This ordinance shall be in full force and effect July 1, 2025.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 20th day of May, 2025.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Item Number: 6.d.5. Date: 5/20/2025 Item Type: Ordinance	Category: Ordinance
	Subject: Ordinance: Relating to Zone Districts and Standards and Amending KMC 18.12.010 Department: Community Planning Ordinance #:	
<u>Recommendation</u> It is recommended that the ordinance be adopted as presented. <u>Motion for Consideration</u> Motion to adopt the ordinance as presented. <u>Summary</u> The proposed amendments to KMC 18.12.010 outline where middle housing is permitted; adjusts minimum lot size, lot width and height to provide flexibility in subdivision design; lays out unit density allowances; and specifies open space requirements for cottage housing developments and courtyard apartments. <u>Alternatives</u> None recommended <u>Fiscal Impact</u>		
Attachments: 1. Ordinance 2. Redline		

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO ZONE DISTRICTS AND STANDARDS
AND AMENDING SECTIONS 18.12.010 A.1 and 18.12.010 A.2 OF THE
KENNEWICK MUNICIPAL CODE

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

Section 1. Section 18.12.010 A.1 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

18.12.010 A.1: Residential Use Table.

The following table lists uses allowed by zone and the applicable City review process as follows: Review Process I = Staff review, Review Process II = Conditional Use Permit, Review Process III = Temporary Homeless Encampment Permit. If a use is listed with a blank, it shall be prohibited in that zone. For certain categories of uses, additional requirements are also noted:

Residential Use Table	RMH	RS	RL	RM	RH	RTP	UMU	CN	CO	CBD	CC	CR	CAR	CG	CM	HMU	BP	IP	IL	IH	JF	PF	OS
Accessory Dwelling Units (See Title 18.12.020)	I	I	I	I	I		I			I						I							
Accessory uses and structures	I	I	I	I	I	I	I	I	I	I	I	I		I	I	I	I	I	I	I	I	I	I
Animal Keeping (See Title 18.12.040)	I	I	I	I	I	I										I							
Bed and breakfast inns (5 guest rooms or less)	I	I	I	I	I		I			II						I							
Churches or religious places of worship	II	II	II	II	II	II	II		I		I	I		I	I	II							
Day Care Centers (See Section 18.12.060)				II	I		I	I	I		I	I		I		I	I	I	I	I		I	I

Family Day Care Home (see Section 18.12.070 and footnotes)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)		(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)
Farm Animals (see footnote 9)		I																					
Group Living I (See footnote 5)	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I					I(2)	
Group Living II (See footnote 6)				I	I				I		I	I		I								I(2)	
Home occupation	I	I	I	I	I	I	I	I	I	I	I	I		I	I	I							
Mini-Day Care Center (Located in Family Abode - Section 18.12.060)	II	II	II	I	I	II	I	I	I	I	I	I		I	I	I	I	I	I	I	I	I	I
Mini-Day Care Center (Not located in Family Abode - See 18.12.060)				I	I		I	I	I		I	I		I	I	I	I					I	I
Mini Storage (See 18.12.130)					I						I	I		I					I	I			

Motels (See Title 18.12.140)					II					I	I	I		I	I								
Nursing homes and congregate care facilities (over 10 residents)				II	II				I		I	I		I									
Nursing homes and congregate care facilities (up to 10 residents)	II	II	II	II	II		I		I		I	I		I		I							
Recreational vehicle park, transient (up to 30-day stay) (See Title 18.12.170, 180) (see also, footnote 7)																					I	I	
Residences, Middle Housing	I	I	I	I	I																		
Residences, multi-family				I	I		I	I(8)	I(8)	I(8)	I(8)	I(8)		I(8)	I(8)	I(8)						I(2)	
Residences, single-family	I	I	I	I	I	I	I	I(8)	I(8)	I(8)	I(8)	I(8)		I(8)	I(8)	I(8)						I(2)	

Rooming Houses and Boardinghouses (See Title 18.12.190)				II	II		I																
Swimming Pools (See Title 18.12.240) (see footnote 10)							I															I	I
Temporary Homeless Encampments (See Title 18.12.255)	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III
Trailers, Boats, Camper Tops, Travel Trailers, Recreational Vehicles (See Title 18.12.260)	I	I	I	I	I																		

FOOTNOTES for Table 18.12.010 A-1 Residential Use Table:

- (1) No permit required for a family day care home (up to six charges). Per 18.12.070, if alterations are made a building permit will be required. A state license and city business license is required.
- (2) Residential development is permitted in the PF zone when the finished product will be owned and/or operated by the Kennewick Housing Authority or other public or governmental agency. Residential developments in the PF zone shall meet all requirements of this title as though it were developed in the RH zone.
- (3) Not used.

- (4) Not used.
- (5) Residential Care Homes, state or federally approved, with six or fewer residents and any required on-site residential staff permitted by right; all larger group living uses prohibited.
- (6) Residential Care Centers are permitted outright, subject to all of the applicable provisions of this title.
- (7) Recreational vehicle storage in R districts shall refer to Title 18.12.180 and shall be subject to special provisions applicable to Master Planned subdivisions.
- (8) Subject to KMC 18.42 and KMC 18.78.
- (9) In "RS" zones, agriculture and animal husbandry are permitted including keeping of farm animals such as horses, cows, and sheep, but maintained only on lots of at least 30,000 square feet. The keeping of farm animals must not exceed one animal per half acre.
- (10) Swimming pools considered an accessory use.

(Ord. 25-_____, Sec. 1, 2025; Ord. 6007, Sec. 1, 2023; Ord. 5748 Sec. 1, 2018; Ord. 5729 Sec. 1, 2017; Ord. 5712 Sec. 1, 2017; Ord. 5558 Sec. 2, 2014; Ord. 5528 Sec. 2, 2013; Ord. 5462 Sec. 3, 2012; Ord. 5434 Sec. 4, 2012; Ord. 5309 Sec. 8, 2010; Ord. 5262 Sec. 2, 2009; Ord. 5204 Sec. 5, 2007; Ord. 5180 Sec. 1, 2007)

Section 2. Section 18.12.010 A.2 of the Kennewick Municipal Code, be, and the same hereby is, amended to read as follows:

18.12.010 A.2: Table of Residential Site Development Standards.

Minimum and maximum residential standards are identified in the following table.

	RS ^{5, 8, 9}	RL ^{5, 8, 9}	RM ^{3, 4, 5, 6, 8, 9}	RH ^{3, 4, 5, 6, 8, 9}	RTP ^{3, 4, 5}	RMH ^{6, 8, 9}	UMU ^{3, 7}
Max. Density ¹	N/A	N/A	13	27	13	4	N/A
Unit Density ^{1a}	6	6	6	6	N/A	6	N/A
Min. Lot Size	8,000 sf	5,500 sf	4,000 sf	3,500 sf	1 acre	5,500 sf	N/A
Min. Lot Size (Rowhouse/ Townhouse)	1,800 sf	1,800 sf	1,800 sf	1,600 sf	N/A	1,800 sf	N/A
Min. Lot Width ²	50'	45'	35'	N/A	N/A	45'	N/A
Min. Lot Width ² (Rowhouse/ Townhouse)	24'	24'	20'	20'	N/A	24'	N/A
Min. Front Yard/ Street Setback ²	15'	15'	15'	15'	15'	15'	See KMC 18.80
Min. Garage Setback ²	20'	20'	20'	20'	20'	20'	N/A
Min. Side Yard Setback ²	5'	5'	5'	5'	5'	5'	0'
Min. Rear Yard Setback ²	15'	15'	15'	15'	15'	15'	5'
Max. Height	35' or 2.5 stories, whichever is less	35' or 2.5 stories, whichever is less	35'	45'	N/A	35' or 2.5 stories, whichever is less	N/A
Min. Lot Frontage ²	30'	30'	30'	30'	30'	30'	20'
Min. Lot Frontage ² (Rowhouse/ Townhouse)	N/A	N/A	20'	20'	N/A	N/A	N/A

FOOTNOTES for Table 18.12.010 A.2 Residential Standards Table:

- (1) Maximum Density - The maximum permitted number of lots/units in the RM and RH zone is determined by dividing the gross area of the parcel in square feet by 43,560 square feet, multiplied by the allowed maximum density under table 18.12.010. The closest whole number is the permitted maximum number of lots/units. If the unit density is greater than the maximum density as calculated, then unit density will be used to determine the maximum number of middle housing units permitted on the lot.
 - (a) Unit density for RS, RL, RMH, RM and RH zones is 4 middle housing units unless the lot is less than 1,000 square feet in size.
 - (i) Accessory Dwelling Units, as permitted in KMC 18.12.020, apply towards the total number of units permitted.
 - (ii) 6 middle housing units per lot may be approved if at least two of those units are affordable housing meeting the following requirements, unless zoning permitting higher densities or intensities applies:
 - (A) Dwelling units that qualify as affordable housing shall have costs, including utilities other than telephone, that do not exceed 30 percent of the monthly income of a household whose income does not exceed the following percentages of median household income adjusted for household size, for the county where the household is located, as reported by the United States Department of Housing and Urban Development:
 - (I) Rental housing: 60 percent.
 - (II) Owner-occupied housing: 80 percent.
 - (B) The units shall be maintained as affordable for a term of at least 50 years, and the property shall satisfy that commitment and all required affordability and income eligibility conditions.
 - (C) The applicant shall record a covenant or deed restriction that ensures the continuing rental or ownership of units subject to these affordability requirements consistent with the conditions in chapter 84.14 RCW for a period of no less than 50 years.
 - (D) The covenant or deed restriction shall address criteria and policies to maintain public benefit if the property is converted to a use other than that which continues to provide for permanently affordable housing.
 - (E) The units dedicated as affordable housing shall:
 - (I) Be provided in a range of sizes comparable to other units in the development.

- (II) The number of bedrooms in affordable units shall be in the same proportion as the number of bedrooms in units within the entire development.
 - (III) Generally, be distributed throughout the development and have substantially the same functionality as the other units in the development.
- (b) Where maximum density exceeds unit density, maximum density will be used to determine the number of units permitted on a lot.
- (2) Yards:
 - (a) Street: Building setback lines will be measured from the back of the sidewalk. Where no sidewalk exists and in the UMU district, building setback lines will be measured from the right-of-way line. (See fig.1a-b)
 - (i) For garages that face a no-street abutting property line (side-entry garages,) the garage setback may be reduced to 15' from the back of the sidewalk. The street facing façade of the garage shall be treated with windows, modulations and/or architectural design elements and features that mimic the remainder of the house. Landscaping shall also be required along the street-facing façade. (See fig. 2a-b)
 - (ii) In no instance shall a vehicle or any other object be allowed to obstruct a pedestrian walkway/sidewalk.
 - (b) Rear: As measured from an existing lot line or alleyway.
 - (c) Side: Shall be five feet from the nearest side yard property line.
 - (i) Single-family attached and zero-lot line housing shall have no setback on the side where the property line follows a common or zero-lot line wall.
 - (ii) End units shall have a five-foot setback from the nearest side yard property line and no setback on the common wall side.
 - (d) Lot Frontage: Lot frontage lines will be measured from the right-of-way line.
 - (e) Where no street frontage exists, building setback and lot frontage lines will be addressed during the site plan or plat review process and must be approved by the Planning Director.

Fig. 1.a.

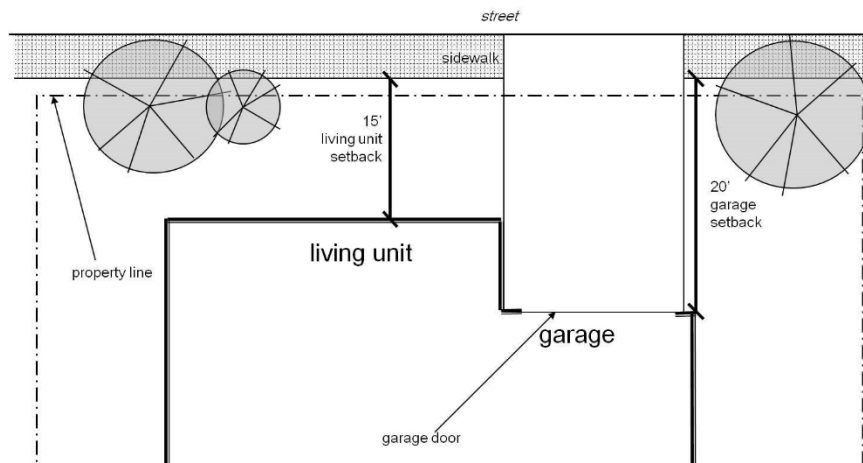


Fig. 2.a.

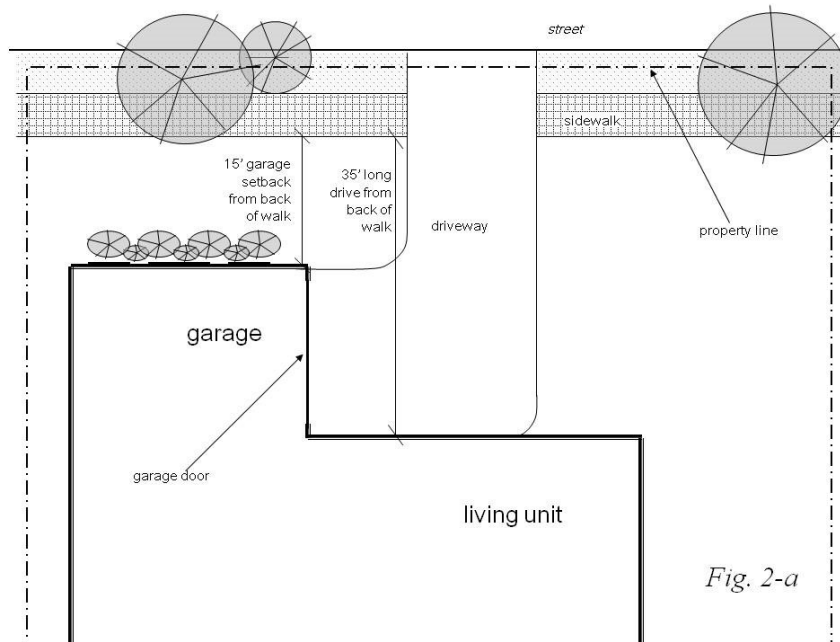
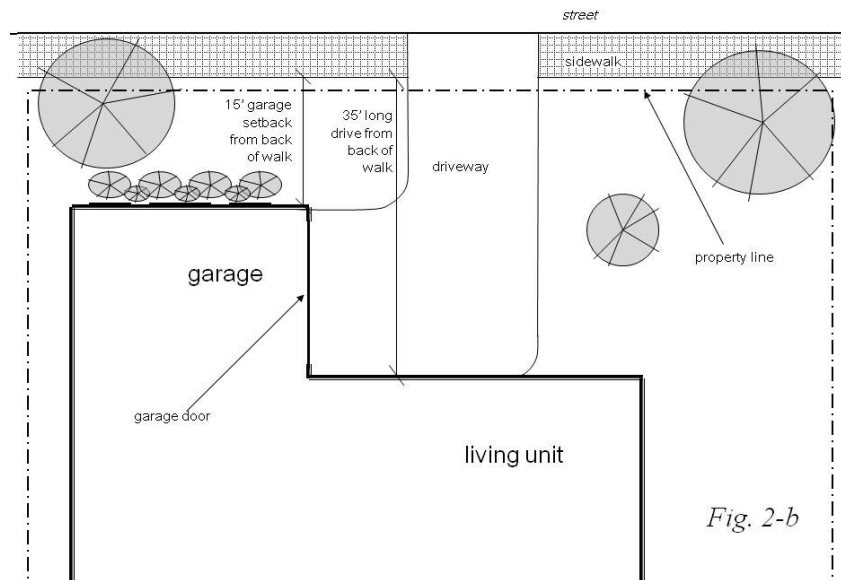


Fig. 2-a

Fig. 2.b.



(3) Open space calculations.

- (a) In multi-family developments, where the density exceeds seven units per acre and more than six units are proposed, the amount of required common open space shall equal or be greater than the minimum aggregate area of provided bedrooms based on the following formula: 300 square feet for the first bedroom and 200 square feet for each additional bedroom; exclusive of required street frontage setbacks and required parking areas. "Open area" is an area with average dimensions of not less than 15 feet by not less than 500 square feet. More than one open area may be provided in a given development. Any interpretation of this Section will be made by the Director.
- (b) Within the UMU district, new developments with a lot area of more than 20,000 square feet shall provide a pedestrian-oriented space (plaza, courtyard or similar space) of at least one percent of the site area as described below. Buildings that front on a public sidewalk and have a pedestrian-oriented commercial use facing that sidewalk are exempt from this open space requirement.
 - (i) Pedestrian-oriented space must include:
 - (A) Visual and pedestrian access including barrier-free access) to the abutting structures from the public right-of-way or a non-vehicular courtyard.
 - (B) Paved walking surfaces of either concrete or approved unit paving in areas intended for foot traffic.

- (C) On-site or building mounted lighting providing at least 0.6 foot-candles (average) on the ground.
 - (D) At least three feet of seating area (bench, ledge, etc.) or one individual seat per 60 square feet of plaza area or open space.
 - (E) Landscaping to enhance the area.
 - (F) At least 25 percent of the plaza or courtyard must be shaded by structure or tree canopy (at least ten years after planting).
- (ii) Outdoor pedestrian-oriented space shall not include:
- (A) Asphalt or gravel pavement (Exception: decomposed granite and other architectural surface treatments).
 - (B) Adjacent unscreened parking lots.
 - (C) Adjacent chain link fences.
 - (D) Adjacent "blank walls".
 - (E) Adjacent dumpsters or service areas.
 - (F) Outdoor storage or retail sales (shopping carts, potting soil bags, firewood, etc.) that do not contribute to the pedestrian environment.
- (iii) In-Lieu Provisions—Pedestrian-Oriented Space Requirement in Urban Mixed Use (UMU) District: Provided all of the following requirements are met, required publicly accessible open space in the Urban Mixed Use (UMU) District will be provided on the site containing the permitted land use.
- (A) The proposing owner or developer shall improve and may, at their and the city's discretion, dedicate land to provide the pedestrian-oriented space requirement in accordance with the approval of the planning official, or shall pay a fee in lieu of such improvement and dedication if the planning official determines that the dedication and improvement of land is not feasible or desirable due to the physical characteristics of the site.
 - (B) The property owner or developer shall either:
 - (I) Provide and construct (and optionally dedicate) the on-site pedestrian-oriented space requirement to city design and construction standards subject to city approval or:
 - (II) Enter a voluntary agreement with the city to pay an amount equal to the city's cost of acquiring and constructing the pedestrian-oriented space requirement in another location within the same UMU District as identified and approved by the planning official.

- (4) Mobile Home Park Requirements:
- (a) New Mobile Home Parks: For Residential Trailer Parks developed after January 1, 1998, the following spacing standards may be utilized:
 - (i) When each primary structure has a 20-foot front and rear yard (18.09.1950) or open space, the following spacing standards apply: side-by-side, end-to-end and parallel - ten feet between each primary structure; accessory structures that meet provisions of the International Building Code must have a minimum four-foot setback between the primary structure unless attached to the primary structure, and must have a minimum six-foot setback between adjacent primary and accessory structures.
 - (b) Ten feet setback from all property lines; 20 feet from an existing right-of-way line or proposed right-of-way line whichever is greater.
 - (c) Spacing: 20 feet between mobile homes located side-by-side, end-to-end and parallel. End-to-end, ten feet if the extended outside edge does not project beyond the extended centerline of the adjacent unit. There must be 20 feet between any mobile home and any permanent structure; ten feet between any mobile home and any accessory structure unless attached to the mobile home in accord with the State of Washington and the International Building Code; ten feet between any occupied travel trailer and any mobile home, accessory structure or permanent building. The average distance between adjacent, angular mobile homes must not be less than 20 feet with the closest point no less than ten feet.
 - (d) Mobile Home Roadways: Each manufactured home must be served by at least one 30-foot wide roadway for two moving lanes of traffic and a three-foot delineated, pedestrian walkway. If on-roadway parking is allowed, the roadway width must be increased accordingly. All roadways must be improved with asphalt, bituminous surface treatment or an equivalent.
- (5) Single-Family Homes (attached and detached); Manufactured Homes; Middle Housing:
- (a) Intent: It is the intent of the section to set forth the terms and conditions under which single-family homes (which includes manufactured homes) and middle housing may be sited.
 - (b) Minimum siting standards: The following standards apply to the siting of all single-family homes and middle housing, whether site-built homes or manufactured homes. Where any conflict arises between these regulations and the adopted building code, the stricter standard shall apply.
 - (i) Foundation: All dwellings shall be placed on permanent foundations;
 - (ii) Minimum width: A dwelling shall not be less than 14 feet in width at the narrowest point of its first story;

- (iii) Age of dwelling (for manufactured homes only): no manufactured home more than three years old on the date of installation or previously lived in shall be permitted on any lot;
- (6) Townhouse/Rowhouse Development:
 - (a) There must be at least ten feet on end between groups. This space may either be end unit lots or common open space, and, if so, there may be openings in the end units;
 - (b) The number of connected units may not exceed eight;
 - (c) All units with a common wall must be constructed concurrently and be under the same ownership at the time of initial construction;
 - (d) Common walls must follow property lines and have no openings.
- (7) Urban Mixed Use District:
 - (a) Legal lots of record existing as of June 1, 2017, shall be deemed to be in compliance with the lot size restrictions, however after June 1, 2017, no lot intended for single-family use shall be created in excess of 5,000 square feet.
 - (b) Setbacks for all residential uses shall be measured from property lines.
 - (c) Building setback from front and side property lines are not required, except as mandated by the applicable local, state and federal codes.
- (8) Cottage Housing:
 - (a) Open space. Open space shall be provided equal to a minimum 20 percent of the lot size. This may include common open space, private open space, setbacks, critical areas, and other open space.
 - (b) Common open space.
 - (i) At least one outdoor common open space is required.
 - (ii) Common open space shall be provided equal to a minimum of 300 square feet per cottage. Each common open space shall have a minimum dimension of 15 feet on any side.
 - (iii) Orientation. Common open space shall be bordered by cottages on at least two sides. At least half of cottage units in the development shall abut a common open space and have the primary entrance facing the common open space.
 - (iv) Parking areas and vehicular areas shall not qualify as common open space.
 - (v) Critical areas and their buffers, including steep slopes, shall not qualify as common open space.
 - (c) Entries. All cottages shall feature a roofed porch at least 60 square feet in size with a minimum dimension of five feet on any side facing the street and/or common open space.

- (d) Community building.
 - (i) A cottage housing development shall contain no more than one community building.
 - (ii) A community building shall have no more than 2,400 square feet of net floor area, excluding attached garages.
 - (iii) A community building shall have no minimum off-street parking requirement.
- (9) Courtyard apartments.
 - (a) Yard or court.
 - (i) At least one yard or court is required.
 - (ii) The yard or court shall be bordered by attached dwelling units on two or three sides.
 - (iii) The yard or court shall be a minimum dimension of 15 feet on any side.
 - (iv) Parking areas and vehicular areas do not qualify as a yard or court.
 - (b) Entries. Ground-related courtyard apartments shall feature a covered pedestrian entry, such as a covered porch or recessed entry, with minimum weather protection of three feet by three feet, facing the street or yard or court.

(Ord. 25-_____ Sec. 2, 2025; Ord. No. 24-6074 Sec. 1, 2024; Ord. 5764 Sec. 1, 2018; Ord. 5743 Sec. 2, 2018; Ord. 5712 Sec. 2, 2017; Ord. 5647 Sec. 1, 2016; Ord. 5542 Sec. 1, 2014; Ord. 5504 Sec. 1, 2013; Ord. 5407 Sec. 4, 2012; Ord. 5365 Sec. 3, 2011; Ord. 5309 Sec. 9, 2010; Ord. 5204 Sec. 6, 2007; Ord. 5180 Sec. 1, 2007)

Section 3. This ordinance shall be in full force and effect July 1, 2025.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and
signed in authentication of its passage this 20th day of May, 2025.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO ZONE DISTRICTS AND STANDARDS
AND AMENDING SECTIONS 18.12.010 A.1 and 18.12.010 A.2 OF THE
KENNEWICK MUNICIPAL CODE

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

Section 1. Section 18.12.010 A.1 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

18.12.010 A.1: Residential Use Table.

The following table lists uses allowed by zone and the applicable City review process as follows: Review Process I = Staff review, Review Process II = Conditional Use Permit, Review Process III = Temporary Homeless Encampment Permit. If a use is listed with a blank, it shall be prohibited in that zone. For certain categories of uses, additional requirements are also noted:

Residential Use Table	RMH	RS	RL	RM	RH	RTP	UMU	CN	CO	CBD	CC	CR	CAR	CG	CM	HMU	BP	IP	IL	IH	JF	PF	OS
Accessory Dwelling Units (See Title 18.12.020)	I	I	I	I	I		I			I						I							
Accessory uses and structures	I	I	I	I	I	I	I	I	I	I	I	I		I	I	I	I	I	I	I	I	I	I
Animal Keeping (See Title 18.12.040)	I	I	I	I	I	I										I							
Bed and breakfast inns (5 guest rooms or less)	I	I	I	I	I		I			II						I							
Churches or religious places of worship	II	II	II	II	II	II	II		I		I	I		I	I	II							
Day Care Centers (See Section 18.12.060)				II	I		I	I	I		I	I		I		I	I	I	I	I		I	I

Family Day Care Home (see Section 18.12.070 and footnotes)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)		(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)
Farm Animals (see footnote 9)		I																					
Group Living I (See footnote 5)	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I					I(2)	
Group Living II (See footnote 6)				I	I				I		I	I		I								I(2)	
Home occupation	I	I	I	I	I	I	I	I	I	I	I	I		I	I	I							
Mini-Day Care Center (Located in Family Abode - Section 18.12.060)	II	II	II	I	I	II	I	I	I	I	I	I		I	I	I	I	I	I	I	I	I	I
Mini-Day Care Center (Not located in Family Abode - See 18.12.060)				I	I		I	I	I		I	I		I	I	I	I					I	I
Mini Storage (See 18.12.130)					I						I	I		I					I	I			

Motels (See Title 18.12.140)					II					I	I	I		I	I								
Nursing homes and congregate care facilities (over 10 residents)				II	II				I		I	I		I									
Nursing homes and congregate care facilities (up to 10 residents)	II	II	II	II	II		I		I		I	I		I		I							
Recreational vehicle park, transient (up to 30-day stay) (See Title 18.12.170, 180) (see also, footnote 7)																					I	I	
<u>Residences, Middle Housing</u>	I	I	I	I	I																		
Residences, multi-family				I	I		I	I(8)	I(8)	I(8)	I(8)	I(8)		I(8)	I(8)	I(8)						I(2)	
Residences, single-family	I	I	I	I	I	I	I	I(8)	I(8)	I(8)	I(8)	I(8)		I(8)	I(8)	I(8)						I(2)	

Rooming Houses and Boardinghouses (See Title 18.12.190)				II	II		I																	
Swimming Pools (See Title 18.12.240) (see footnote 10)							I																I	I
Temporary Homeless Encampments (See Title 18.12.255)	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III	III
Trailers, Boats, Camper Tops, Travel Trailers, Recreational Vehicles (See Title 18.12.260)	I	I	I	I	I																			

FOOTNOTES for Table 18.12.010 A-1 Residential Use Table:

- (1) No permit required for a family day care home (up to six charges). Per 18.12.070, if alterations are made a building permit will be required. A state license and city business license is required.
- (2) Residential development is permitted in the PF zone when the finished product will be owned and/or operated by the Kennewick Housing Authority or other public or governmental agency. Residential developments in the PF zone shall meet all requirements of this title as though it were developed in the RH zone.
- (3) Not used.

- (4) Not used.
- (5) Residential Care Homes, state or federally approved, with six or fewer residents and any required on-site residential staff permitted by right; all larger group living uses prohibited.
- (6) Residential Care Centers are permitted outright, subject to all of the applicable provisions of this title.
- (7) Recreational vehicle storage in R districts shall refer to Title 18.12.180 and shall be subject to special provisions applicable to Master Planned subdivisions.
- (8) Subject to KMC 18.42 and KMC 18.78.
- (9) In "RS" zones, agriculture and animal husbandry are permitted including keeping of farm animals such as horses, cows, and sheep, but maintained only on lots of at least 30,000 square feet. The keeping of farm animals must not exceed one animal per half acre.
- (10) Swimming pools considered an accessory use.

(Ord. 25-_____, Sec. 1, 2025; Ord. 6007, Sec. 1, 2023; Ord. 5748 Sec. 1, 2018; Ord. 5729 Sec. 1, 2017; Ord. 5712 Sec. 1, 2017; Ord. 5558 Sec. 2, 2014; Ord. 5528 Sec. 2, 2013; Ord. 5462 Sec. 3, 2012; Ord. 5434 Sec. 4, 2012; Ord. 5309 Sec. 8, 2010; Ord. 5262 Sec. 2, 2009; Ord. 5204 Sec. 5, 2007; Ord. 5180 Sec. 1, 2007)

Section 2. Section 18.12.010 A.2 of the Kennewick Municipal Code, be, and the same hereby is, amended to read as follows:

18.12.010 A.2: Table of Residential Site Development Standards.

Minimum and maximum residential standards are identified in the following table.

	RS ^{5, 8, 9}	RL ^{5, 8, 9}	RM ^{3, 4, 5, 6, 8, 9}	RH ^{3, 4, 5, 6, 8, 9}	RTP ^{3, 4, 5}	RMH ^{6, 8, 9}	UMU ^{3, 7}
Max. Density ¹	N/A	N/A	13	27	13	4	N/A
<u>Unit Density^{1a}</u>	<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>	<u>N/A</u>	<u>6</u>	<u>N/A</u>
Min. Lot Size	10,500 <u>8,000 sf</u>	7,500 <u>5,500 sf</u>	4,000 <u>sf</u>	4,000 <u>3,500 sf</u>	1 acre	7,500 <u>5,500 sf</u>	N/A
Min. Lot Size (Rowhouse/ Townhouse)	N/A <u>1,800 sf</u>	N/A <u>1,800 sf</u>	1,800 <u>sf</u>	1,600 <u>sf</u>	N/A	N/A <u>1,800 sf</u>	N/A
Min. Lot Width ²	60'-50'	60'-45'	50'-35'	N/A	N/A	60'-45'	N/A
Min. Lot Width ² (Rowhouse/ Townhouse)	N/A <u>24'</u>	N/A <u>24'</u>	20'	20'	N/A	N/A <u>24'</u>	N/A
Min. Front Yard/ Street Setback ²	15'	15'	15'	15'	15'	20'-15'	See KMC 18.80
Min. Garage Setback ²	20'	20'	20'	20'	20'	20'	N/A
Min. Side Yard Setback ²	5'	5'	5'	5'	5'	5'	0'
Min. Rear Yard Setback ²	15'	15'	15'	15'	15'	15'	5'
Max. Height	<u>35' or 2.5 stories, whichever is less</u>	<u>35' or 2.5 stories, whichever is less</u>	35'	45'	N/A	<u>30'-35' or 2.5 stories, whichever is less</u>	N/A
Min. Lot Frontage ²	30'	30'	30'	30'	30'	30'	20'

Min. Lot Frontage ² (Rowhouse/ Townhouse)	N/A	N/A	20'	20'	N/A	N/A	N/A
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FOOTNOTES for Table 18.12.010 A.2 Residential Standards Table:

- (1) Maximum Density - The maximum permitted number of lots/units in the RM and RH zone is determined by dividing the gross area of the parcel in square feet by 43,560 square feet, multiplied by the allowed maximum density under table 18.12.010. The closest whole number is the permitted maximum number of lots/units. If the unit density is greater than the maximum density as calculated, then unit density will be used to determine the maximum number of middle housing units permitted on the lot.
 - (a) Unit density for RS, RL, RMH, RM and RH zones is 4 middle housing units unless the lot is less than 1,000 square feet in size.
 - (i) Accessory Dwelling Units, as permitted in KMC 18.12.020, apply towards the total number of units permitted.
 - (ii) 6 middle housing units per lot may be approved if at least two of those units are affordable housing meeting the following requirements, unless zoning permitting higher densities or intensities applies:
 - (A) Dwelling units that qualify as affordable housing shall have costs, including utilities other than telephone, that do not exceed 30 percent of the monthly income of a household whose income does not exceed the following percentages of median household income adjusted for household size, for the county where the household is located, as reported by the United States Department of Housing and Urban Development:
 - (I) Rental housing: 60 percent.
 - (II) Owner-occupied housing: 80 percent.
 - (B) The units shall be maintained as affordable for a term of at least 50 years, and the property shall satisfy that commitment and all required affordability and income eligibility conditions.
 - (C) The applicant shall record a covenant or deed restriction that ensures the continuing rental or ownership of units subject to these affordability requirements consistent with the conditions in chapter 84.14 RCW for a period of no less than 50 years.
 - (D) The covenant or deed restriction shall address criteria and policies to maintain public benefit if the property is converted to a use other than that which continues to provide for permanently affordable housing.

- (E) The units dedicated as affordable housing shall:
 - (I) Be provided in a range of sizes comparable to other units in the development.
 - (II) The number of bedrooms in affordable units shall be in the same proportion as the number of bedrooms in units within the entire development.
 - (III) Generally, be distributed throughout the development and have substantially the same functionality as the other units in the development.

(b) Where maximum density exceeds unit density, maximum density will used to determine the number of units permitted on a lot.

(2) Yards:

- (a) Street: Building setback lines will be measured from the back of the sidewalk. Where no sidewalk exists and in the UMU district, building setback lines will be measured from the right-of-way line. (See fig.1a-b)
 - (i) For garages that face a no-street abutting property line (side-entry garages,) the garage setback may be reduced to 15' from the back of the sidewalk. The street facing façade of the garage shall be treated with windows, modulations and/or architectural design elements and features that mimic the remainder of the house. Landscaping shall also be required along the street-facing façade. (See fig. 2a-b)
 - (ii) In no instance shall a vehicle or any other object be allowed to obstruct a pedestrian walkway/sidewalk.
- (b) Rear: As measured from an existing lot line or alleyway.
- (c) Side: Shall be five feet from the nearest side yard property line.
 - (i) Single-family attached and zero-lot line housing shall have no setback on the side where the property line follows a common or zero-lot line wall.
 - (ii) End units shall have a five-foot setback from the nearest side yard property line and no setback on the common wall side.
- (d) Lot Frontage: Lot frontage lines will be measured from the right-of-way line.
- (e) Where no street frontage exists, building setback and lot frontage lines will be addressed during the site plan or plat review process and must be approved by the Planning Director.

Fig. 1.a.

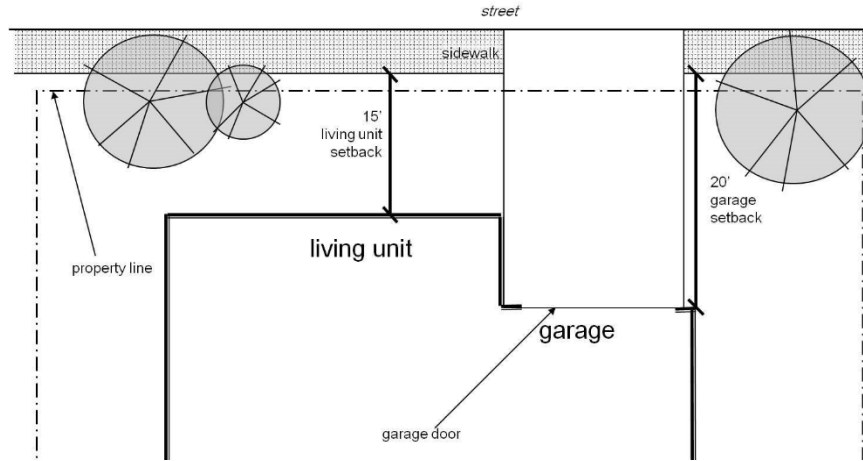


Fig. 2.a.

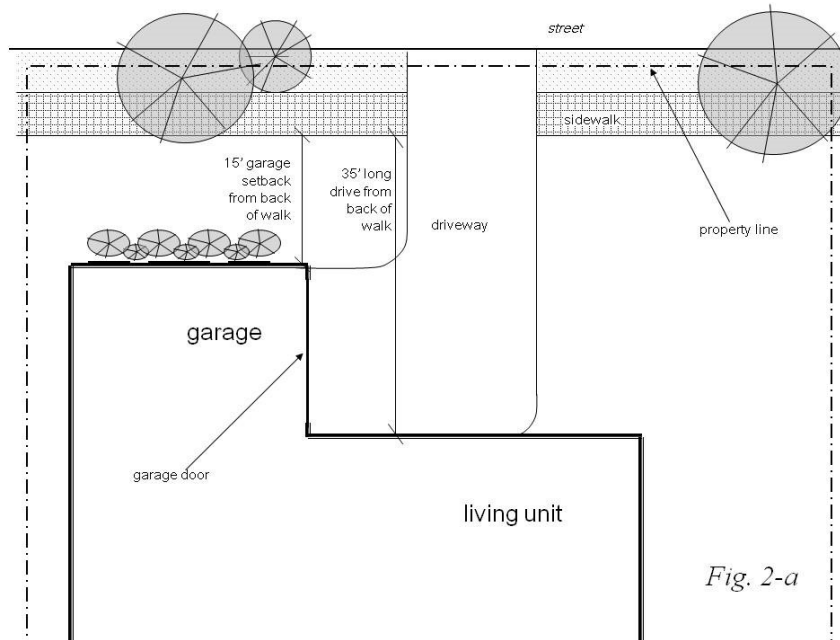
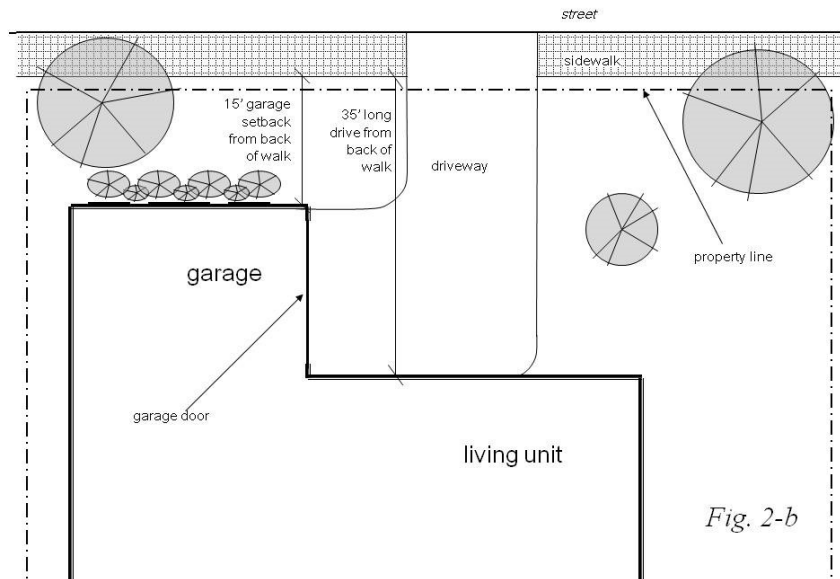


Fig. 2-a

Fig. 2.b.



(3) Open space calculations.

- (a) In multi-family developments, where the density exceeds seven units per acre and more than six units are proposed, the amount of required common open space shall equal or be greater than the minimum aggregate area of provided bedrooms based on the following formula: 300 square feet for the first bedroom and 200 square feet for each additional bedroom; exclusive of required street frontage setbacks and required parking areas. "Open area" is an area with average dimensions of not less than 15 feet by not less than 500 square feet. More than one open area may be provided in a given development. Any interpretation of this Section will be made by the Director.
- (b) Within the UMU district, new developments with a lot area of more than 20,000 square feet shall provide a pedestrian-oriented space (plaza, courtyard or similar space) of at least one percent of the site area as described below. Buildings that front on a public sidewalk and have a pedestrian-oriented commercial use facing that sidewalk are exempt from this open space requirement.
 - (i) Pedestrian-oriented space must include:
 - (A) Visual and pedestrian access including barrier-free access) to the abutting structures from the public right-of-way or a non-vehicular courtyard.
 - (B) Paved walking surfaces of either concrete or approved unit paving in areas intended for foot traffic.
 - (C) On-site or building mounted lighting providing at least 0.6 foot-candles (average) on the ground.

- (D) At least three feet of seating area (bench, ledge, etc.) or one individual seat per 60 square feet of plaza area or open space.
 - (E) Landscaping to enhance the area.
 - (F) At least 25 percent of the plaza or courtyard must be shaded by structure or tree canopy (at least ten years after planting).
- (ii) Outdoor pedestrian-oriented space shall not include:
 - (A) Asphalt or gravel pavement (Exception: decomposed granite and other architectural surface treatments).
 - (B) Adjacent unscreened parking lots.
 - (C) Adjacent chain link fences.
 - (D) Adjacent "blank walls".
 - (E) Adjacent dumpsters or service areas.
 - (F) Outdoor storage or retail sales (shopping carts, potting soil bags, firewood, etc.) that do not contribute to the pedestrian environment.
- (iii) In-Lieu Provisions—Pedestrian-Oriented Space Requirement in Urban Mixed Use (UMU) District: Provided all of the following requirements are met, required publicly accessible open space in the Urban Mixed Use (UMU) District will be provided on the site containing the permitted land use.
 - (A) The proposing owner or developer shall improve and may, at their and the city's discretion, dedicate land to provide the pedestrian-oriented space requirement in accordance with the approval of the planning official, or shall pay a fee in lieu of such improvement and dedication if the planning official determines that the dedication and improvement of land is not feasible or desirable due to the physical characteristics of the site.
 - (B) The property owner or developer shall either:
 - (I) Provide and construct (and optionally dedicate) the on-site pedestrian-oriented space requirement to city design and construction standards subject to city approval or:
 - (II) Enter a voluntary agreement with the city to pay an amount equal to the city's cost of acquiring and constructing the pedestrian-oriented space requirement in another location within the same UMU District as identified and approved by the planning official.
- (4) Mobile Home Park Requirements:
 - (a) New Mobile Home Parks: For Residential Trailer Parks developed after January 1, 1998, the following spacing standards may be utilized:

- (i) When each primary structure has a 20-foot front and rear yard (18.09.1950) or open space, the following spacing standards apply: side-by-side, end-to-end and parallel - ten feet between each primary structure; accessory structures that meet provisions of the International Building Code must have a minimum four-foot setback between the primary structure unless attached to the primary structure, and must have a minimum six-foot setback between adjacent primary and accessory structures.
 - (b) Ten feet setback from all property lines; 20 feet from an existing right-of-way line or proposed right-of-way line whichever is greater.
 - (c) Spacing: 20 feet between mobile homes located side-by-side, end-to-end and parallel. End-to-end, ten feet if the extended outside edge does not project beyond the extended centerline of the adjacent unit. There must be 20 feet between any mobile home and any permanent structure; ten feet between any mobile home and any accessory structure unless attached to the mobile home in accord with the State of Washington and the International Building Code; ten feet between any occupied travel trailer and any mobile home, accessory structure or permanent building. The average distance between adjacent, angular mobile homes must not be less than 20 feet with the closest point no less than ten feet.
 - (d) Mobile Home Roadways: Each manufactured home must be served by at least one 30-foot wide roadway for two moving lanes of traffic and a three-foot delineated, pedestrian walkway. If on-roadway parking is allowed, the roadway width must be increased accordingly. All roadways must be improved with asphalt, bituminous surface treatment or an equivalent.
- (5) Single-Family Homes (attached and detached); Manufactured Homes; Middle Housing:
 - (a) Intent: It is the intent of the section to set forth the terms and conditions under which single-family homes (which includes manufactured homes) and middle housing may be sited, ~~and to ensure that manufactured homes as defined herein may be sited in any zone where single-family homes are permitted. These regulations apply to all zones where single-family homes are permitted.~~
 - (b) Minimum siting standards: The following standards apply to the siting of all single-family homes and middle housing, whether site-built homes or manufactured homes. Where any conflict arises between these regulations and the adopted building code, the stricter standard shall apply.
 - (i) Foundation: All dwellings shall be placed on permanent foundations;
 - (ii) Minimum width: A dwelling shall not be less than 14 feet in width at the narrowest point of its first story;

- (iii) Age of dwelling (for manufactured homes only): no manufactured home more than three years old on the date of installation or previously lived in shall be permitted on any lot;
 - ~~(iv) All units with a common wall must be constructed concurrently and be under the same ownership at the time of initial construction;~~
 - ~~(v) Common walls must follow property lines and have no openings.~~
- (6) Townhouse/Rowhouse Development:
 - ~~(a) All townhouse or rowhouse development shall comply with the Residential Design Standards Multi-Family;~~
 - ~~(ba)~~ There must be at least ten feet on end between groups. This space may either be end unit lots or common open space, and, if so, there may be openings in the end units;
 - ~~(eb)~~ The number of connected units may not exceed eight;
 - ~~(c) All units with a common wall must be constructed concurrently and be under the same ownership at the time of initial construction;~~
 - ~~(d) Common walls must follow property lines and have no openings.~~
 - ~~(d) The Planning Director may approve up to a ten-percent deviation from all standards related to townhouse or rowhouse development.~~
- (7) Urban Mixed Use District:
 - (a) Legal lots of record existing as of June 1, 2017, shall be deemed to be in compliance with the lot size restrictions, however after June 1, 2017, no lot intended for single-family use shall be created in excess of 5,000 square feet.
 - (b) Setbacks for all residential uses shall be measured from property lines.
 - (c) Building setback from front and side property lines are not required, except as mandated by the applicable local, state and federal codes.
- ~~(8) Cottage Housing:~~
 - ~~(a) Open space. Open space shall be provided equal to a minimum 20 percent of the lot size. This may include common open space, private open space, setbacks, critical areas, and other open space.~~
 - ~~(b) Common open space.~~
 - ~~(i) At least one outdoor common open space is required.~~
 - ~~(ii) Common open space shall be provided equal to a minimum of 300 square feet per cottage. Each common open space shall have a minimum dimension of 15 feet on any side.~~
 - ~~(iii) Orientation. Common open space shall be bordered by cottages on at least two sides. At least half of cottage units in the development shall abut a common open space and have the primary entrance facing the common open space.~~

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and
signed in authentication of its passage this 20th day of May, 2025.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Item Number: 6.d.6. Date: 5/20/2025 Item Type: Ordinance	Category: Ordinance
	Subject: Ordinance: Relating to Landscaping and Amending KMC 18.21.020 and 18.21.060 Department: Community Planning Ordinance #:	
<u>Recommendation</u> It is proposed that the ordinance be adopted as presented. <u>Motion for Consideration</u> Motion to adopt the ordinance as presented. <u>Summary</u> The proposed amendments will exclude middle housing from the requirements of KMC 18.21 since single-family dwellings are also excluded. <u>Alternatives</u> None recommended <u>Fiscal Impact</u>		
Attachments: 1. Ordinance 2. Redline		

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO LANDSCAPING AND AMENDING
SECTIONS 18.21.020 AND 18.21.060 OF THE KENNEWICK MUNICIPAL
CODE

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

Section 1. Section 18.21.020 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

18.21.020: Applicability.

This Chapter applies to all new structures and parking lots, and expanded structures when the cost of such expansion (as determined by the Building Inspector) is equal to or exceeds 50 percent of the current assessed value of the structure, but excludes single-family and middle housing uses and structures.

(Ord. 25-_____ Sec. 1, 2025; Ord. 5180 Sec. 1, 2007)

Section 2. Section 18.21.060 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

18.21.060: Landscaping Requirements.

- (1) Side and rear yard areas within Commercial and Public Facility Districts.
 - (a) Adjacent to properties with a less intense zoning designation: Ten feet minimum, and must be planted with trees at the ratio of at least one per every 50 feet of side and rear yard, and may be planted in groups or singularly - as long as there is no less than one grouping or one tree per side and rear yard. The remainder of the side and rear yard area must be planted with groundcover or shrubbery, not more than one-half of the required area is used for non-living landscape material. Groundcover or shrubbery must provide minimum ground coverage of 50 percent within three years of initial planting.
 - (b) Adjacent to properties with the same zoning designation: None required. However, an area equal to one-fourth of that which would have been required must be relocated to other portions of the site.
- (2) Adjacent to Residential Districts: Side and rear yard landscaping must contain a minimum six-foot high continuous solid landscape screen, as defined in Section 18.21.030(2), when adjacent to any Residential District.

- (3) Street yards adjacent to minor and major arterials as shown on the Comprehensive Plan:
- (a) Commercial and Open Space Districts: A minimum five-foot landscaped area meeting established vision triangle requirements that is designed and planted in accord with KMC 18.21.060(1)(a).
 - (b) Industrial and Public Facility Districts: A minimum 10-foot landscaped area meeting established vision triangle requirements that is designed and planted with the same requirements as contained in Section 18.21.060(1)(a).
- (4) Parking areas. All Commercial, Industrial, Open Space, and Public Facility Districts are required to have the following parking area landscaping required in this Section.
- (a) Lots having 50 or less, but more than five stalls: A minimum of six percent of the gross parking area must be landscaped.
 - (b) Lots having 51 to 99 stalls: A minimum of seven percent of gross parking area must be landscaped.
 - (c) Lots having 99 or more stalls: A minimum of eight percent of gross parking area must be landscaped.
 - (d) Landscaped areas must be adequately protected from damage by vehicles. The overhang of a vehicle may project over a landscaped area a maximum of one foot when such area is at least five feet in depth per each abutting parking space. Landscaped areas must be protected by wheel stops or curbing.
 - (e) No parking stall shall be located more than 75 feet from the edge of any landscaped area.
 - (f) Trees, which provide shade or are capable of providing shade at maturity, at a rate of one per 200 square feet of required landscaped area, with a one-tree minimum, shall be the primary landscaping material. Shrubbery and hedges or living groundcover may also be used to compliment tree landscaping as long as not more than 75 percent of the required landscaped area will be used for non-living material.
 - (g) Parking lots that utilize trees in excess of those required will be allowed to reduce the total square footage of required street or side/rear yard landscaping at the following rates:
 - (i) Fifty percent increase in required trees - 20 percent.
 - (ii) Sixty percent increase in required trees - 30 percent.
 - (iii) Seventy percent increase in required trees - 40 percent.
 - (iv) Eighty percent increase in required trees - 50 percent.

- (5) Multi-family structures containing more than 6 dwelling units.
 - (a) Parking, setback and open space areas must be landscaped meeting the following minimum requirements for each four required parking spaces:
 - (i) Ten or less units: Two trees.
 - (ii) Eleven to 30 units: 1.75 trees.
 - (iii) Thirty or more units: 1.25 trees.
 - (b) The design of the planted areas must be as specified in Section 18.21.060(1)(a).
 - (c) Developments must be in conformance with applicable provisions of Chapters 18.75 and 18.78.

(Ord. 25-_____ Sec. 2, 2025; Ord. 5648 Sec. 1, 2016; Ord. 5573 Sec. 1, 2014; Ord. 5204 Sec. 12, 2007; Ord. 5180 Sec. 1, 2007)

Section 3. This ordinance shall be in full force and effect July 1, 2025.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 20th day of May, 2025.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO LANDSCAPING AND AMENDING
SECTIONS 18.21.020 AND 18.21.060 OF THE KENNEWICK MUNICIPAL
CODE

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

Section 1. Section 18.21.020 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

18.21.020: Applicability.

This Chapter applies to all new structures and parking lots, and expanded structures when the cost of such expansion (as determined by the Building Inspector) is equal to or exceeds 50 percent of the current assessed value of the structure, but excludes single-family and middle housing uses and structures.

(Ord. 25-_____ Sec. 1, 2025; Ord. 5180 Sec. 1, 2007)

Section 2. Section 18.21.060 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

18.21.060: Landscaping Requirements.

- (1) Side and rear yard areas within Commercial and Public Facility Districts.
 - (a) Adjacent to properties with a less intense zoning designation: Ten feet minimum, and must be planted with trees at the ratio of at least one per every 50 feet of side and rear yard, and may be planted in groups or singularly - as long as there is no less than one grouping or one tree per side and rear yard. The remainder of the side and rear yard area must be planted with groundcover or shrubbery, not more than one-half of the required area is used for non-living landscape material. Groundcover or shrubbery must provide minimum ground coverage of 50 percent within three years of initial planting.
 - (b) Adjacent to properties with the same zoning designation: None required. However, an area equal to one-fourth of that which would have been required must be relocated to other portions of the site.
- (2) Adjacent to Residential Districts: Side and rear yard landscaping must contain a minimum six-foot high continuous solid landscape screen, as defined in Section 18.21.030(2), when adjacent to any Residential District.

- (3) Street yards adjacent to minor and major arterials as shown on the Comprehensive Plan:
 - (a) Commercial and Open Space Districts: A minimum five-foot landscaped area meeting established vision triangle requirements that is designed and planted in accord with KMC 18.21.060(1)(a).
 - (b) Industrial and Public Facility Districts: A minimum 10-foot landscaped area meeting established vision triangle requirements that is designed and planted with the same requirements as contained in Section 18.21.060(1)(a).
- (4) Parking areas. All Commercial, Industrial, Open Space, and Public Facility Districts are required to have the following parking area landscaping required in this Section.
 - (a) Lots having 50 or less, but more than five stalls: A minimum of six percent of the gross parking area must be landscaped.
 - (b) Lots having 51 to 99 stalls: A minimum of seven percent of gross parking area must be landscaped.
 - (c) Lots having 99 or more stalls: A minimum of eight percent of gross parking area must be landscaped.
 - (d) Landscaped areas must be adequately protected from damage by vehicles. The overhang of a vehicle may project over a landscaped area a maximum of one foot when such area is at least five feet in depth per each abutting parking space. Landscaped areas must be protected by wheel stops or curbing.
 - (e) No parking stall shall be located more than 75 feet from the edge of any landscaped area.
 - (f) Trees, which provide shade or are capable of providing shade at maturity, at a rate of one per 200 square feet of required landscaped area, with a one-tree minimum, shall be the primary landscaping material. Shrubbery and hedges or living groundcover may also be used to compliment tree landscaping as long as not more than 75 percent of the required landscaped area will be used for non-living material.
 - (g) Parking lots that utilize trees in excess of those required will be allowed to reduce the total square footage of required street or side/rear yard landscaping at the following rates:
 - (i) Fifty percent increase in required trees - 20 percent.
 - (ii) Sixty percent increase in required trees - 30 percent.
 - (iii) Seventy percent increase in required trees - 40 percent.
 - (iv) Eighty percent increase in required trees - 50 percent.

- (5) ~~Two, three, four, and m~~Multi-family structures containing more than 6 dwelling units.

- (a) Parking, setback and open space areas must be landscaped meeting the following minimum requirements for each four required parking spaces:
- (i) Ten or less units: Two trees.
 - (ii) Eleven to 30 units: 1.75 trees.
 - (iii) Thirty or more units: 1.25 trees.
- (b) The design of the planted areas must be as specified in Section 18.21.060(1)(a).
- (c) Developments must be in conformance with applicable provisions of Chapters 18.75 and 18.78.

(Ord. 25-_____ Sec. 2, 2025; Ord. 5648 Sec. 1, 2016; Ord. 5573 Sec. 1, 2014; Ord. 5204 Sec. 12, 2007; Ord. 5180 Sec. 1, 2007)

Section 3. This ordinance shall be in full force and effect July 1, 2025.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 20th day of May, 2025.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Item Number: 6.d.7. Item Type: Ordinance Subject: Ordinance: Relating to Off-Street Parking and Amending KMC 18.36.060 and 18.36.100 Department: Community Planning Ordinance/Resolution #:	Date: 5/20/2025 Category: Ordinance
		
<u>Recommendation</u> It is recommended that the ordinance be adopted as presented.		
<u>Motion for Consideration</u> Motion to adopt the ordinance as presented.		
<u>Summary</u> The proposed amendments will implement HB 1110 parking requirements of 1 space per unit on lots that are 6,000 sf or less and 2 parking spaces per unit on lots that are larger than 6,000 sf. It also address maintenance standards for middle housing driveways.		
<u>Alternatives</u> None recommended		
<u>Fiscal Impact</u>		
Attachments: 1. Ordinance 2. Redline		

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO OFF-STREET PARKING AND
AMENDING SECTIONS 18.36.060 and 18.36.100 OF THE KENNEWICK
MUNICIPAL CODE

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

Section 1. Section 18.36.060 of the Kennewick Municipal Code, be, and the same hereby is, amended to read as follows:

18.36.060: Specific Parking Requirements.

Except for the CBD zoning district, off-street parking is as follows for the uses indicated in the following table:

Uses	Required Parking
Agricultural processing plant, warehouse	1 per employee
Ambulance service	1 per ambulance plus 1 per employee on the largest shift
Animal clinic/veterinary	1 per 250 square feet of gross indoor floor area
Animal processing facility	1 per employee
Appliance and furniture sales/service	1 per 1,000 square feet of display area
Assisted living facility	1 per 4 residents plus 1 per staff on largest shift
Auction yard (excluding livestock)	1 per 300 gross square feet
Auditoria, theatres, stadia (including religious sanctuaries)	1 per 4 fixed seats or 1 per 150 square feet of floor area
Automobile impound yard	1 per 500 gross square feet of building area plus 1 per 5,000 gross square feet of outdoor storage area
Automobile sales/rental	1 per 400 gross square feet of inside display area, 1 per 2,000 gross square feet of outside display area
Automobile/truck/RV/motor-cycle service, painting, repair, body and fender works	1 per 300 gross square feet plus 2 per service bay (each space in a service bay counts as a parking space)

Bank, savings/loan and other financial institutions	1 per 300 gross square feet; if a drive-through window is provided may be reduced to 1 per 400 gross square feet
Barber/beauty shop	1 per chair and 1 per employee
Bed and breakfast	1 per guest room
Bowling alley	4 per lane plus additional required spaces for other uses
Brewery, winery and/or distillery	1 per each employee on the maximum shift plus 1 space per 4 seats in any tasting room or other visitor facility
Building supply and home improvement	1 per 300 gross square feet of retail area, 1 per 1,000 gross square feet of warehouse area, 1 per 600 gross square feet of assembly or light manufacturing area
Call center, telephone	1 per employee
Carnival, circus	1 per 400 gross square feet lot area
Carpenter shop	1 per 600 gross square feet
Carwash, self-service	2 spaces for drying and cleaning purposes per stall, plus 3 reservoir spaces in front of each stall
Casino	1 per 50 gross square feet of dining, bar, gaming and dance space, plus 1 per 2 employees
Church or other place of worship	1 per 4 seats or 8 lineal feet of bench seating; plus additional required spaces for other uses
College or university	1 per 600 gross square feet of classroom and 1 per 5 seats in principal assembly room
Community hall, club or lodge	1 per 200 gross square feet
Community recreational facility	1 per 200 gross square feet
Community residential facility	2 plus 1 per employee on maximum shift
Composting storage/processing, commercial	3 plus 1 per employee
Contractor's yard	1 per employee
Convalescent home, nursing home	1 per 2 beds

Convenience store	1 per 350 gross square feet, plus 2 for every 2.5 seats of on-site seating, but not less than 10. Service area at gas pumps shall not be counted as parking spaces
Dance, exhibition and assembly halls	1 per 75 square feet of gross floor area of main assembly room
Day care, child and adult	1 per employee, plus 1 per 10 children or adults
Dry cleaning, retail	The greater of 3 spaces or 1 per 300 square feet except where located in a shopping center.
Dry cleaning, laundry, linen supply plant, commercial	1 per 600 gross square feet
Dwelling, accessory apartments	1 per dwelling unit
Dwelling, congregate	1 per sleeping room
Dwelling, elderly or handicapped (two or more units)	1 per 1.5 units; a reduction of the number of parking to 1 per 2 units allowed if: a) Public transportation directly available; and b) Essential services, specifically shopping, is available within ½ mile of site; and c) A notarized agreement to provide additional off-street parking in conformance with applicable regulations if all or portion of complex converts to complex not restricted to elderly or handicapped
Dwelling, middle housing See (4) below	1 per dwelling unit on lots no greater than 6,000 square feet before subdivisions or lot splits; and 2 per dwelling unit on lots greater than 6,000 square feet before subdivisions or lot splits
Dwelling, multifamily	
Studio and 1 bedroom	1 per dwelling unit, plus 5% of total for guests
Two or more bedrooms	1.5 per dwelling unit, plus 5% of total for guests
Dwelling, single-family	2 per dwelling unit
Electrical/electronic/computer component and system manufacturing/assembly	1 per 600 gross square feet
Entertainment/recreation facilities, indoor	1 per 250 gross square feet for areas not covered below, except when located in a shopping center

Skating rink	1 per 200 gross square feet
Swimming pool/jacuzzi	1 per 100 gross square feet of water surface area
Tennis, racquetball and similar courts	2 per court
Entertainment/recreation facilities, outdoor	
Golf course	4 per hole
Golf driving range/ training center	2 per designated driving station on driving range and 1 per 500 square feet of putting/chipping green
Skating rink	1 per 200 gross square feet
Sports field	20 per acre of site
Swimming pool/jacuzzi	1 per 100 gross square feet of water surface area
Tennis, racquetball and similar courts	2 per court
Equipment rental shop	1 per 300 gross square feet of retail, office or shop use, 1 per 1,000 gross square feet of outdoor storage or display area
Equipment sales, repair, and maintenance	3 plus 1 per employee
Espresso/latte stand (no seating)	1 plus 1 per employee
Exercise facility/gym athletic club	1 per 100 gross square feet
Fire station	1 space per employee on the maximum shift
Freight forwarding	1 per 2,000 square feet
Fueling station	1 per 4 pumps
Funeral home	1 per 4 seats or 8 feet of lineal bench in chapel area
Greenhouse/nursery, commercial	1 per 400 gross square feet of indoor retail, 1 per 1,000 gross square feet of outdoor display or storage area
Hospital	1 per 4 patient beds; plus one space per doctor; plus 1 per each 3 additional employees

Hotel/motel	1 per guest room; plus additional required spaces for other uses
Kennel/animal boarding/shelter	3 plus 1 per each employee
Laboratories	1 per 600 gross square feet of office, 1 per 600 gross square feet of laboratory or shop area
Landscape materials sales	3 plus 1 per employee
Laundromat	1 per 250 square feet
Manufactured (mobile) home park	2 per dwelling unit plus 5% total for guest parking
Manufacturing	1 per employee on the maximum shift
Medical/dental clinic	5 per each doctor or dentist
Model home sales	1 per 2,000 gross square feet of sales area
Motor vehicle parts sales/service	1 per 300 square feet
Museum, libraries	1 per 800 gross square feet
Office, professional and general	1 per 250 gross square feet
Office, professional and general with drive-thru window service	3 stacking stall spaces plus 1 per 250 gross square feet
Post office, postal center	1 per 200 gross square feet of floor area plus 1 employee
Print shop	1 per 400 gross square feet
Racetrack	1 per each 4 fixed seats
Recreational vehicle park/campground	1 per RV park/campsite
Recreational vehicle sales and service	1 per 3,000 gross square feet of display area
Restaurant	1 per 4 seats, except when located in a shopping center
Restaurants with drive-in facilities	1 for each auto serving space plus 1 for every 4 seats outside the vehicle
Restaurant with drive-through window service	6 stacking stall spaces plus 1 for every 4 seats outside the vehicle

Retail sales, indoor	1 per 200 gross square feet, except when located in a shopping center
Retail sales, outdoor	1 per 5,000 gross square feet of retail sales area in addition to any parking requirements for buildings, except when located in a shopping center
Schools, professional, vocational and trade	1 per each 3.5 seats in classroom area
Schools, public and private, 7 through 12	1 per teacher; plus 1 per each other employee; plus 1 per 6 students
Schools, public and private, K through 7	1 per teacher; plus 1 per other employee
Services, retail	1 per 250 square feet except when located in a shopping center
Shopping centers	4.5 per 1,000 square feet of gross leasable area (GLA) for centers having GLA less than 400,000 gross square feet, and 5 per 1,000 gross square feet of GLA for centers having a GLA of over 400,000 gross square feet
Showroom, industrial	1 per 500 gross square feet of display area
Solid waste recycling/transfer site	3 plus 1 per each employee
Specialized training/learning schools or studios	1 per 300 gross square feet
Storage, general - indoors, warehousing	1 per each 3,500 gross square feet
Storage, general - outdoors, display	3 plus 1 per each employee
Personal services	1 per 250 square feet
Tavern	1 per 4 seats, except when located in a shopping center
Transit center	1 per each 200 gross square feet
Warehousing	1 per each 3,500 gross square feet
Wrecking, recycling, junk and salvage yards	1 per each employee plus 3 visitor spaces

- (1) Unlisted uses: The Planning Director shall determine parking requirements for any use not specifically included in the table above based on similarities with listed uses.
- (2) Single- and multi-family developments must conform to the applicable provisions of Chapter 18.75 KMC.
- (3) Commercial developments must conform to the applicable provisions of Chapter 18.78 KMC.
- (4) Middle housing parking requirements in portions of the city for which the Department of Commerce has certified a parking study in accordance with RCW 36.70A.635(7)(a), shall comply with the off-street parking requirement provided in the certification from the Department of Commerce.

(Ord. 25-_____ Sec. 1, 2025; Ord. 5854 Sec. 1, 2020; Ord. 5716 Sec. 1, 2017; Ord. 5434 Sec. 10, 2012; Ord. 5359 Sec. 2, 2011; Ord. 5180 Sec. 1, 2007)

Section 2. Section 18.36.100 of the Kennewick Municipal Code, be, and the same hereby is, amended to read as follows:

18.36.100: Development and Maintenance of Parking Areas.

Every public and private parking area must be developed and maintained as follows (if an adjacent property is a parking area, this provision may be waived):

- (1) **Surfacing.** The area must be surfaced with asphalt or Portland cement binder pavement to provide a durable and dustless surface, be graded and drained for the on-site disposal of all surface water; and be arranged and marked for the orderly and safe loading, unloading, parking and storage of vehicles and constructed to applicable construction standards. For residential zoning districts the driveway to the primary parking structure/area for each dwelling unit must be surfaced with asphalt or Portland cement binder pavement, or an alternative hard surface as approved by the Planning Director. The driveway for accessory structures not used for primary parking and not used as a dwelling in residential zoning districts can be surfaced with a minimum three-inch compacted gravel. The Planning Director may allow parking to be completed within six months after issuance of a certificate of occupancy for good cause. Any further extensions are to the approval of the Planning Commission.
- (2) **Parking Area Lighting.** Lighting for off-street parking must be directed and shielded to not illuminate surrounding residential areas.
- (3) **Other Improvements.** Barriers, curbs or tire stops must be installed if a parking area abuts a structure, adjacent properties, except when such property is a parking area, or public right-of-way. Traffic controls must be installed if deemed necessary by the City Engineer for public safety.

- (4) When a parking lot is to be landscaped, the landscaped areas are to be surrounded by a minimum six-inch high curb, be serviced by a sprinkler-head water system, be maintained and kept free of all weeds and debris.
- (5) Screening from R Districts. If an off-street parking lot abuts any R district, it must be screened by a masonry wall, tight board fence or screened chain link fence, at least three but not more than six feet high.
- (6) Driveways. Driveways in C, UMU or I districts must be at least 28 feet from pedestrian crosswalks and surfaced with asphalt or Portland cement binder pavement, or an alternative hard surface as approved by the Planning Director. Driveway widths should not be less than 30 feet in width.

(Ord. 25-_____ Sec. 2, 2025; Ord. 5716 Sec. 4, 2017; Ord. 5574 Sec. 1, 2014; Ord. 5463 Sec. 1, 2012; Ord. 5204 Sec. 13, 2007; Ord. 5180 Sec. 1, 2007)

Section 3. This ordinance shall be in full force and effect July 1, 2025.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 20th day of May, 2025.

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO OFF-STREET PARKING AND
AMENDING SECTIONS 18.36.060 and 18.36.100 OF THE KENNEWICK
MUNICIPAL CODE

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

Section 1. Section 18.36.060 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

18.36.060: Specific Parking Requirements.

Except for the CBD zoning district, off-street parking is as follows for the uses indicated in
the following table:

Uses	Required Parking
Agricultural processing plant, warehouse	1 per employee
Ambulance service	1 per ambulance plus 1 per employee on the largest shift
Animal clinic/veterinary	1 per 250 square feet of gross indoor floor area
Animal processing facility	1 per employee
Appliance and furniture sales/service	1 per 1,000 square feet of display area
Assisted living facility	1 per 4 residents plus 1 per staff on largest shift
Auction yard (excluding livestock)	1 per 300 gross square feet
Auditoria, theatres, stadia (including religious sanctuaries)	1 per 4 fixed seats or 1 per 150 square feet of floor area
Automobile impound yard	1 per 500 gross square feet of building area plus 1 per 5,000 gross square feet of outdoor storage area
Automobile sales/rental	1 per 400 gross square feet of inside display area, 1 per 2,000 gross square feet of outside display area

Automobile/truck/RV/motor-cycle service, painting, repair, body and fender works	1 per 300 gross square feet plus 2 per service bay (each space in a service bay counts as a parking space)
Bank, savings/loan and other financial institutions	1 per 300 gross square feet; if a drive-through window is provided may be reduced to 1 per 400 gross square feet
Barber/beauty shop	1 per chair and 1 per employee
Bed and breakfast	1 per guest room
Bowling alley	4 per lane plus additional required spaces for other uses
Brewery, winery and/or distillery	1 per each employee on the maximum shift plus 1 space per 4 seats in any tasting room or other visitor facility
Building supply and home improvement	1 per 300 gross square feet of retail area, 1 per 1,000 gross square feet of warehouse area, 1 per 600 gross square feet of assembly or light manufacturing area
Call center, telephone	1 per employee
Carnival, circus	1 per 400 gross square feet lot area
Carpenter shop	1 per 600 gross square feet
Carwash, self-service	2 spaces for drying and cleaning purposes per stall, plus 3 reservoir spaces in front of each stall
Casino	1 per 50 gross square feet of dining, bar, gaming and dance space, plus 1 per 2 employees
Church or other place of worship	1 per 4 seats or 8 lineal feet of bench seating; plus additional required spaces for other uses
College or university	1 per 600 gross square feet of classroom and 1 per 5 seats in principal assembly room
Community hall, club or lodge	1 per 200 gross square feet
Community recreational facility	1 per 200 gross square feet
Community residential facility	2 plus 1 per employee on maximum shift
Composting storage/processing, commercial	3 plus 1 per employee
Contractor's yard	1 per employee

Convalescent home, nursing home	1 per 2 beds
Convenience store	1 per 350 gross square feet, plus 2 for every 2.5 seats of on-site seating, but not less than 10. Service area at gas pumps shall not be counted as parking spaces
Dance, exhibition and assembly halls	1 per 75 square feet of gross floor area of main assembly room
Day care, child and adult	1 per employee, plus 1 per 10 children or adults
Dry cleaning, retail	The greater of 3 spaces or 1 per 300 square feet except where located in a shopping center.
Dry cleaning, laundry, linen supply plant, commercial	1 per 600 gross square feet
Dwelling, accessory apartments	1 per dwelling unit
Dwelling, congregate	1 per sleeping room
Dwelling, elderly or handicapped (two or more units)	1 per 1.5 units; a reduction of the number of parking to 1 per 2 units allowed if: a) Public transportation directly available; and b) Essential services, specifically shopping, is available within ½ mile of site; and c) A notarized agreement to provide additional off-street parking in conformance with applicable regulations if all or portion of complex converts to complex not restricted to elderly or handicapped
<u>Dwelling, middle housing</u> <u>See (4) below</u>	<u>1 per dwelling unit on lots no greater than 6,000 square feet before subdivisions or lot splits; and</u> <u>2 per dwelling unit on lots greater than 6,000 square feet before subdivisions or lot splits</u>
Dwelling, multifamily	
Studio and 1 bedroom	1 per dwelling unit, plus 5% of total for guests
Two or more bedrooms	1.5 per dwelling unit, plus 5% of total for guests
Dwelling, one- and two- single-family, townhouse	2 per dwelling unit

Electrical/electronic/computer component and system manufacturing/assembly	1 per 600 gross square feet
Entertainment/recreation facilities, indoor	1 per 250 gross square feet for areas not covered below, except when located in a shopping center
Skating rink	1 per 200 gross square feet
Swimming pool/jacuzzi	1 per 100 gross square feet of water surface area
Tennis, racquetball and similar courts	2 per court
Entertainment/recreation facilities, outdoor	
Golf course	4 per hole
Golf driving range/ training center	2 per designated driving station on driving range and 1 per 500 square feet of putting/chipping green
Skating rink	1 per 200 gross square feet
Sports field	20 per acre of site
Swimming pool/jacuzzi	1 per 100 gross square feet of water surface area
Tennis, racquetball and similar courts	2 per court
Equipment rental shop	1 per 300 gross square feet of retail, office or shop use, 1 per 1,000 gross square feet of outdoor storage or display area
Equipment sales, repair, and maintenance	3 plus 1 per employee
Espresso/latte stand (no seating)	1 plus 1 per employee
Exercise facility/gym athletic club	1 per 100 gross square feet
Fire station	1 space per employee on the maximum shift
Freight forwarding	1 per 2,000 square feet
Fueling station	1 per 4 pumps

Funeral home	1 per 4 seats or 8 feet of lineal bench in chapel area
Greenhouse/nursery, commercial	1 per 400 gross square feet of indoor retail, 1 per 1,000 gross square feet of outdoor display or storage area
Hospital	1 per 4 patient beds; plus one space per doctor; plus 1 per each 3 additional employees
Hotel/motel	1 per guest room; plus additional required spaces for other uses
Kennel/animal boarding/shelter	3 plus 1 per each employee
Laboratories	1 per 600 gross square feet of office, 1 per 600 gross square feet of laboratory or shop area
Landscape materials sales	3 plus 1 per employee
Laundromat	1 per 250 square feet
Manufactured (mobile) home park	2 per dwelling unit plus 5% total for guest parking
Manufacturing	1 per employee on the maximum shift
Medical/dental clinic	5 per each doctor or dentist
Model home sales	1 per 2,000 gross square feet of sales area
Motor vehicle parts sales/service	1 per 300 square feet
Museum, libraries	1 per 800 gross square feet
Office, professional and general	1 per 250 gross square feet
Office, professional and general with drive-thru window service	3 stacking stall spaces plus 1 per 250 gross square feet
Post office, postal center	1 per 200 gross square feet of floor area plus 1 employee
Print shop	1 per 400 gross square feet
Racetrack	1 per each 4 fixed seats
Recreational vehicle park/campground	1 per RV park/campsite
Recreational vehicle sales and service	1 per 3,000 gross square feet of display area

Restaurant	1 per 4 seats, except when located in a shopping center
Restaurants with drive-in facilities	1 for each auto serving space plus 1 for every 4 seats outside the vehicle
Restaurant with drive-through window service	6 stacking stall spaces plus 1 for every 4 seats outside the vehicle
Retail sales, indoor	1 per 200 gross square feet, except when located in a shopping center
Retail sales, outdoor	1 per 5,000 gross square feet of retail sales area in addition to any parking requirements for buildings, except when located in a shopping center
Schools, professional, vocational and trade	1 per each 3.5 seats in classroom area
Schools, public and private, 7 through 12	1 per teacher; plus 1 per each other employee; plus 1 per 6 students
Schools, public and private, K through 7	1 per teacher; plus 1 per other employee
Services, retail	1 per 250 square feet except when located in a shopping center
Shopping centers	4.5 per 1,000 square feet of gross leasable area (GLA) for centers having GLA less than 400,000 gross square feet, and 5 per 1,000 gross square feet of GLA for centers having a GLA of over 400,000 gross square feet
Showroom, industrial	1 per 500 gross square feet of display area
Solid waste recycling/transfer site	3 plus 1 per each employee
Specialized training/learning schools or studios	1 per 300 gross square feet
Storage, general - indoors, warehousing	1 per each 3,500 gross square feet
Storage, general - outdoors, display	3 plus 1 per each employee
Personal services	1 per 250 square feet
Tavern	1 per 4 seats, except when located in a shopping center

Transit center	1 per each 200 gross square feet
Warehousing	1 per each 3,500 gross square feet
Wrecking, recycling, junk and salvage yards	1 per each employee plus 3 visitor spaces

- (1) Unlisted uses: The Planning Director shall determine parking requirements for any use not specifically included in the table above based on similarities with listed uses.
- (2) Single- and multi-family developments must conform to the applicable provisions of Chapter 18.75 KMC.
- (3) Commercial developments must conform to the applicable provisions of Chapter 18.78 KMC.
- (4) Middle housing parking requirements in portions of the city for which the Department of Commerce has certified a parking study in accordance with RCW 36.70A.635(7)(a), shall comply with the off-street parking requirement provided in the certification from the Department of Commerce.

(Ord. 25-_____ Sec. 1, 2025; Ord. 5854 Sec. 1, 2020; Ord. 5716 Sec. 1, 2017; Ord. 5434 Sec. 10, 2012; Ord. 5359 Sec. 2, 2011; Ord. 5180 Sec. 1, 2007)

Section 2. Section 18.36.100 of the Kennewick Municipal Code, be, and the same hereby is, amended to read as follows:

18.36.100: Development and Maintenance of Parking Areas.

Every public and private parking area must be developed and maintained as follows (if an adjacent property is a parking area, this provision may be waived):

- (1) **Surfacing.** The area must be surfaced with asphalt or Portland cement binder pavement to provide a durable and dustless surface, be graded and drained for the on-site disposal of all surface water; and be arranged and marked for the orderly and safe loading, unloading, parking and storage of vehicles and constructed to applicable construction standards. For residential zoning districts the driveway to the primary parking structure/area for each dwelling unit must be surfaced with asphalt or Portland cement binder pavement, or an alternative hard surface as approved by the Planning Director. The driveway for accessory structures not used for primary parking and not used as a dwelling in residential zoning districts can be surfaced with a minimum three-inch compacted gravel. The Planning Director may allow parking to be completed within six months after issuance of a certificate of occupancy for good cause. Any further extensions are to the approval of the Planning Commission.
- (2) **Parking Area Lighting.** Lighting for off-street parking must be directed and shielded to not illuminate surrounding residential areas.

- (3) Other Improvements. Barriers, curbs or tire stops must be installed if a parking area abuts a structure, adjacent properties, except when such property is a parking area, or public right-of-way. Traffic controls must be installed if deemed necessary by the City Engineer for public safety.
- (4) When a parking lot is to be landscaped, the landscaped areas are to be surrounded by a minimum six-inch high curb, be serviced by a sprinkler-head water system, be maintained and kept free of all weeds and debris.
- (5) Screening from R Districts. If an off-street parking lot abuts any R district, it must be screened by a masonry wall, tight board fence or screened chain link fence, at least three but not more than six feet high.
- (6) Driveways. Driveways in C, UMU or I districts must be at least 28 feet from pedestrian crosswalks and surfaced with asphalt or Portland cement binder pavement, or an alternative hard surface as approved by the Planning Director. Driveway widths should not be less than 30 feet in width.

([Ord. 25-_____ Sec. 2, 2025](#); Ord. 5716 Sec. 4, 2017; Ord. 5574 Sec. 1, 2014; Ord. 5463 Sec. 1, 2012; Ord. 5204 Sec. 13, 2007; Ord. 5180 Sec. 1, 2007)

Section 3. This ordinance shall be in full force and effect July 1, 2025.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 20th day of May, 2025.

Attest:

GRETL J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Item Number: 6.d.8. Item Type: Ordinance Subject: Ordinance: Relating to Land Use Permits and Amending KMC 18.42.110 Department: Community Planning Ordinance/Resolution #:	Date: 5/20/2025 Category: Ordinance
		
<u>Recommendation</u> It is recommended that the ordinance be adopted as presented.		
<u>Motion for Consideration</u> Motion to adopt the ordinance as presented.		
<u>Summary</u> The proposed amendment to KMC 18.42.110 will exempt applications for middle housing from obtaining site plan approval prior to building permit approval consistent with the exemption for single-family dwellings and duplexes.		
<u>Alternatives</u> None recommended		
<u>Fiscal Impact</u>		
Attachments: 1. Ordinance 2. Redline		

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO LAND USE PERMITS AND AMENDING
SECTION 18.42.110 OF THE KENNEWICK MUNICIPAL CODE

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

Section 1. Section 18.42.110 of the Kennewick Municipal Code, be, and the same hereby is, amended to read as follows:

18.42.110: Site Plans.

- (1) No building permit will be issued nor may any use or change in use be made of land without a site plan. This does not apply to open or temporary land uses which do not exceed ten days in duration or single-family and middle housing residences and their accessory structures in R districts.
- (2) Each site plan or amendment submitted for approval must be accompanied by a scale drawing, showing lot lines and dimensions, the location of existing structures intended to remain, proposed buildings or improvements, the heights of all structures, parking lot design and location including access and drainage, street right-of-way lines, setbacks, exterior lighting, garbage facilities, signs, landscaping, fences, and any other information necessary to ensure compliance with the provisions of this Title. If known, the plan must indicate the proposed or probable use of the development and a brief statement of the type of construction contemplated.
- (3) The plan will be conditioned or amended so that the development will conform in all respects to this Title and other applicable laws and ordinances.
- (4) The plan will be such as to best harmonize with the project's surroundings and not be detrimental to the use and development of adjoining properties.
- (5) Any permit or amendment thereto which authorizes the division of property in lieu of a plat or short plat must be recorded with the Benton County Auditor. The plans and the record of survey filed therewith have the same legal effect as a plat.
- (6) Site Plans must be in conformance with the applicable design standards in Chapter 18.75 and Chapter 18.78.

(Ord. 25-_____ Sec. 1, 2025; Ord. 5471 Sec. 2, 2012; Ord. 5355 Sec. 1, 2011; Ord. 5180 Sec. 1, 2007)

Section 2. This ordinance shall be in full force and effect July 1, 2025.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 20th day of May, 2025.

ORDINANCE 25-_____ - Page 1

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO LAND USE PERMITS AND AMENDING
SECTION 18.42.110 OF THE KENNEWICK MUNICIPAL CODE

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

Section 1. Section 18.42.110 of the Kennewick Municipal Code, be, and the same hereby is, amended to read as follows:

18.42.110: Site Plans.

- (1) No building permit will be issued nor may any use or change in use be made of land without a site plan. This does not apply to open or temporary land uses which do not exceed ten days in duration or single-family and ~~duplex-middle housing~~ residences and their accessory structures in R districts.
- (2) Each site plan or amendment submitted for approval must be accompanied by a scale drawing, showing lot lines and dimensions, the location of existing structures intended to remain, proposed buildings or improvements, the heights of all structures, parking lot design and location including access and drainage, street right-of-way lines, setbacks, exterior lighting, garbage facilities, signs, landscaping, fences, and any other information necessary to ensure compliance with the provisions of this Title. If known, the plan must indicate the proposed or probable use of the development and a brief statement of the type of construction contemplated.
- (3) The plan will be conditioned or amended so that the development will conform in all respects to this Title and other applicable laws and ordinances.
- (4) The plan will be such as to best harmonize with the project's surroundings and not be detrimental to the use and development of adjoining properties.
- (5) Any permit or amendment thereto which authorizes the division of property in lieu of a plat or short plat must be recorded with the Benton County Auditor. The plans and the record of survey filed therewith have the same legal effect as a plat.
- (6) Site Plans must be in conformance with the applicable design standards in Chapter 18.75 and Chapter 18.78.

(Ord. 25-_____ Sec. 1, 2025; Ord. 5471 Sec. 2, 2012; Ord. 5355 Sec. 1, 2011; Ord. 5180 Sec. 1, 2007)

Section 2. This ordinance shall be in full force and effect July 1, 2025.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 20th day of May, 2025.

ORDINANCE 25-_____ - Page 1

Attest:

GRETLE J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Item Number: 6.d.9. Date: 5/20/2025 Item Type: Ordinance	Category: Ordinance
	Subject: Ordinance: Relating to Residential Design Standards and Amending KMC 18.75.010, 18.75.020 and 18.75.030 Department: Community Planning Ordinance#:	
<u>Recommendation</u> It is recommended that the ordinance be adopted as presented. <u>Motion for Consideration</u> Motion to adopt the ordinance as presented. <u>Summary</u> The proposed amendments will rename the Residential Design Standards - Single Family to Residential Design Standards - Single-family and Middle Housing. <u>Alternatives</u> None recommended <u>Fiscal Impact</u>		
<u>Attachments:</u> 1. Ordinance 2. Redline		

CITY OF KENNEWICK
ORDINANCE NO. 25-_____

AN ORDINANCE RELATING TO RESIDENTIAL DESIGN STANDARDS
AND AMENDING SECTIONS 18.75.010, 18.75.020 and 18.75.030 OF THE
KENNEWICK MUNICIPAL CODE

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

Section 1. Section 18.75.010 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

18.75.010: Purpose.

- (1) Design Standards for single-family, middle housing and multi-family residential developments, which are on file in the Planning Department, implement the goals and policies of the City's Comprehensive Plan by promoting quality development using the best management practice in design, project review, and construction. This Chapter is to provide clear guidelines for single-family, middle housing and multi-family residential developments in any applicable district. The standards are intended to offer flexibility and creativity and promote quality development.
- (2) The underlying principles of the Design Standards are to ensure compatibility with the residential character of a neighborhood, promote sustainability, offer choices of living and movement, encourage variety and creativity in design, and provide a safe and pedestrian friendly streetscape for Kennewick.

(Ord. 25-_____ Sec. 1, 2025; Ord. 5180 Sec. 1, 2007)

Section 2. Section 18.75.020 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

18.75.020: Definitions.

- (1) *Development Standards—Residential Multi-Family* means standards for multi-family development in accord with the Design Standards.
- (2) *Development Standards—Residential Single-Family and Middle Housing* means standards for single-family and middle housing development in accord with the Design Standards.

(Ord. 25-_____ Sec. 2, 2025; Ord. 5309 Sec. 21, 2010; Ord. 5180 Sec. 1, 2007)

Section 3. Section 18.75.030 of the Kennewick Municipal Code, be, and the same hereby is, amended to read as follows:

18.75.030: General Requirements.

- (1) Standards in this Chapter are applicable to all new single-family, middle housing and multi-family residential developments within the City except for the Urban Mixed-Use District which shall comply with KMC 18.80. The mandatory standards will be made available in the Kennewick Municipal Code. These standards shall take precedence in case there is a conflict in the KMC. The Planning Director shall have authority to resolve any conflicts in the standards in order to promote the City's objectives and goals.
- (2) All mandatory standards are to be followed throughout subdivision design and platting and multi-family design and construction. Although a developer is not bound to follow the recommended standards, these allow more flexibility than the existing code, promote better aesthetics and design solutions and are often implemented through the site plan review process (18.42.110).
- (3) Single-family, middle housing and multi-family development must be in conformance with the contents of this Chapter and the Design Standards on file in the Community Planning Department. If a provision of the Kennewick Municipal Code is contrary or conflicts with this Chapter, the provisions of this Chapter shall prevail.

(Ord. 25-_____ Sec. 3, 2025; Ord. 5717 Sec. 1, 2017; Ord. 5309 Sec. 22, 2010; Ord. 5180 Sec. 1, 2007)

Section 4. This ordinance shall be in full force and effect July 1, 2025.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 20th day of May, 2025.

Attest:

GRETL J. CRAWFORD, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

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