KENNEWICK PLANNING COMMISSION
MEETING MINUTES
May 5, 2025

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.

Melinda Didier, CPT
Administrative Assistant, Community Planning