

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.**

A handwritten signature in dark ink, appearing to read 'Brandi Ralston', with a stylized flourish at the end.

Brandi Ralston, CPRO
Deputy City Clerk