



9/16/2025

HISTORIC PRESERVATION COMMISSION AGENDA
KENNEWICK CITY HALL - 210 W. 6TH AVE
CASCADE CONFERENCE ROOM

4:30 PM

1. CALL TO ORDER

Roll Call/Pledge of Allegiance

- a. Roll Call

2. CONSENT AGENDA

All matters listed within the Consent Agenda have been distributed to each member of the Kennewick Historic Preservation Commission for reading and study. They are considered routine and will be enacted by the one motion of the Commission with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the regular agenda by request.

- a. Approval of Agenda
- b. Approval of the Minutes - 19 August 2025

3. VISITORS NOT ON AGENDA

4. OLD BUSINESS

- a. Public Records Retention Training

5. NEW BUSINESS

6. REPORTS, COMMENTS, OR DISCUSSION OF COMMISSIONERS AND STAFF

7. ADJOURNMENT

Kennewick Historic Preservation Commission: 8/19/2025 Minutes

The meeting was called to order at 4:30 pm.

Roll Call:

Present: Chair Harper, Vice Chair Clark, Commissioner Simmons, Commissioner Nelson, Commissioner Robinson, Commissioner Holt, Commissioner Smith.

Absent: None

Ms. Didier declared a quorum achieved.

Staff Present: Matt Halitsky, Senior Planner; Melinda Didier, Administrative Assistant

Approval of Consent Agenda:

- a. Approval of Agenda
- b. Approval of 15 July Minutes

Commissioner Simmons moved to approve the Consent Agenda; Commissioner Robinson seconded the motion. The motion passed unanimously.

Visitors Not on the Agenda: None

Old Business: None

New Business:

- a. Prescott & Maureen Davis, 503 W Albany Ave – Certificate of Appropriateness (Property Addition).

Development Services Manager Steve Donovan presented the staff report with Findings & Conclusions; staff recommended approval.

Mr. Davis gave further details and answered Commissioners' questions about his proposed addition.

Commissioner Simmons Moved to Approve Option A as first choice, Option B as second choice, and no to Option C; Commissioner Nelson seconded the motion.

Vice Chair Clark Moved to Amend the original motion to Option A and Option B (alternate), and no to Option C. Commission Smith seconded the motion.

Motion approved 6-1.

Reports, Comments or Discussion of Commissioners and Staff:

- a. Commissioner Simmons asked for lists of Kennewick properties that are on the Historic Register.
- b. Mr. Halitsky said Public Records training will take place at the September meeting.
- c. Mr. Halitsky announced that the Kennewick HPC didn't receive the 2026 Preservation Plan funds.

Adjournment: Meeting adjourned at 5:07 PM.