

**KENNEWICK PLANNING COMMISSION
SEPTEMBER 9, 2024
SPECIAL WORKSHOP/SPECIAL MEETING MINUTES**

1. CALL TO ORDER

Chairman Morris called the Special Workshop Meeting to order at 6:00 p.m.

Commissioners Nikki Griffith, Ken Short and Chairman Victor Morris were present in the Council Chambers, Vice Chairman Thomas Helgeson attended remotely.

Staff present at the workshop meeting were Steve Donovan, AICP Development Services Manager; Matt Halitsky, AICP Senior Planner; Melinda Didier, Community Planning Administrative Assistant/Planning Commission Recorder.

Mr. Donovan and Mr. Halitsky presented a condensed review of 2024 Comprehensive Plan Amendments and answered clarifying questions for the Planning Commissioners.

No members of the public were present, either in person or remotely.

The Special Workshop Meeting concluded at 6:15 pm.

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

Chairman Morris led the Pledge of Allegiance.

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

PRESENT: Chairman Victor Morris, Commissioners Tina Gregory, Nikki Griffith, Ken Short (*All in person*); Commissioner James Hempstead, Vice Chairman Thomas Helgeson (*Both attended remotely*).

ABSENT: None

STAFF: Steve Donovan, AICP Development Services Manager; Matt Halitsky, AICP Senior Planner; Melinda Didier, Community Planning Administrative Assistant/Planning Commission Recorder.

Ms. Didier declared a quorum was established.

2. CONSENT AGENDA

- a. Approval of the minutes dated June 3, 2024.
- b. Approval of the agenda.
- c. Motion to enter Staff Report(s) into the Record.

MOTION: Commissioner Griffith moved to approve the Consent Agenda; Commissioner Gregory seconded the motion.

DISCUSSION: None.

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

3. PUBLIC HEARINGS:

Chairman Morris made the following statement:

“Good evening and welcome to the September 9, 2024 Kennewick Planning Commission special meeting.

It is important that everyone who wishes to do so has an opportunity to speak. Each person who has either signed-in (in person) or registered (via Zoom) will have one, three-minute opportunity to address the Planning Commission.

If you are attending via Zoom, please confirm your microphone has been unmuted before you begin your comments.

Please state your name and address for the record; once you begin your remarks the countdown timer will start. At the end of your time, please mute your microphone.

The order of the hearings shall be as follows:

1. Planning staff shall provide a staff report; the Commission may ask questions of staff;
2. The Applicant or Applicant’s Representative(s) Presentation;
3. Testimony in Favor of the Request;
4. Testimony Either Neutral or Against the Request;
5. Final Applicant Comments;
6. Final Staff Comments;
7. Close the public hearing and discuss the request.”

A. COMPREHENSIVE PLAN AMENDMENT (CPA) #2024-0001:

Chairman Morris opened the public hearing at 6:34 pm for Comprehensive Plan Amendment (CPA) #2024-0001, proposing to change the land use designation for approximately 1.79 acres located at 803 S. Steptoe Street from Low Density Residential (LDR) to Industrial (I). Applicant is Paul Knutzen, Knutzen Engineering, 5401 Ridgeline Drive #160, Kennewick, WA 99338. Owner is T3 Development Steptoe LLC and Kennewick Acquisition Company LLC.

1. Mr. Donovan described the application, presented the staff report, and recommended the Planning Commission forward a recommendation of approval of CPA-2024-0001 to City Council.

Planning Commission asked clarifying questions of staff.

2. Testimony of Applicant Paul Knutzen, Knutzen Engineering, 5401 Ridgeline Drive Ste. 160, Kennewick, WA 99338. Mr. Knutzen gave testimony to clarify in support of this request (*supporting this project that is 1.5 years in the making, will make this parcel compatible with the Comprehensive Plan*).
3. Testimony in Favor of the Request: None.
4. Testimony Neutral/Against the Request: None
5. Testimony of Those Registered on Virtual Format: None
6. Applicant/Owner Final Testimony: None
7. Staff Final Comments: None

8. Planning Commission Questions of Staff: Any comments from surrounding neighbors (*none*). *Commissioner Short declared he knows the applicant, has no conflict of interest and was not asked by the Planning Commissioners to recuse himself from consideration of this proposal.*

9. Public Testimony Closed at 6:41 p.m.

MOTION: Commissioner Gregory moved to concur with the findings and conclusions in staff report CPA-2024-0001 and recommend City Council APPROVE the request. Commissioner Griffith seconded the motion.

DISCUSSION: None

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

B. COMPREHENSIVE PLAN AMENDMENT (CPA) #2024-0002:

Chairman Morris opened the public hearing at 6:44 pm for Comprehensive Plan Amendment (CPA) #2024-0002, proposing to change the land use designation for approximately 0.5438 acres located at 2219 W. 13th Avenue from Low Density Residential (LDR) to Medium Density Residential (MDR). Applicant/Owner is Douglas Jones, 712 S. Young Place, Kennewick, WA 99336.

1. Mr. Halitsky described the application, presented the staff report, and staff recommended the Planning Commission forward a recommendation of approval of CPA-2024-0002 to City Council.

Planning Commission asked clarifying questions of staff.

2. Testimony of Applicant/Applicant's Representative: None
3. Testimony in Favor of the Request: None
4. Testimony Neutral/Against the Request: Charles Polk, 2222 W. 15th Avenue, Kennewick – understands that applicant is building a shop there, against any future owner placing higher density uses such as apartments.

Alberto Navarro, 1207 S. Zillah Street, Kennewick – shares many of the concerns as Mr. Polk, there are already big issues with parking/inoperable vehicles.

5. Testimony of Those Registered on Virtual Format: None
6. Applicant/Owner Final Testimony: None
7. Staff Final Comments: Mr. Halitsky clarified parking and uses in MDR zone.
8. Planning Commission Questions of Staff: None
9. Public Testimony Closed at 6:55 p.m.

MOTION: Commissioner Short moved to concur with the findings and conclusions in staff report CPA-2024-0002 and recommend City Council APPROVE the request. Vice Chair Helgeson seconded the motion.

DISCUSSION: Commissioner Gregory declared that she knows Mr. Jones and was close with his wife; Commissioner Gregory state she can be impartial and the Planning Commission did not ask her to recuse herself. Commissioner Short asked clarifying questions of staff:

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

C. COMPREHENSIVE PLAN AMENDMENT (CPA) #2024-0003:

Chairman Morris opened the public hearing at 6:59 pm for Comprehensive Plan Amendment (CPA) #2024-0003, proposing to change the land use designation for approximately .55 acres located at 1200 N. Irving Place from Commercial (C) to Low Density Residential (LDR). Applicant is Lexar Homes of TC, 1212 Irving Place, Kennewick, WA 99336. Property Owner is SLAC, LLC.

1. Mr. Donovan described the application, presented the staff report, and recommended the Planning Commission forward a recommendation of approval of CPA-2024-0003 to City Council.

Planning Commission did not have any clarifying questions of staff.

2. Testimony of Applicant/Applicant's Representative: None
3. Testimony in Favor of the Request: None
4. Testimony Neutral/Against the Request: None
5. Testimony of Those Registered on Virtual Format: None
6. Applicant/Owner Final Testimony: None
7. Staff Final Comments: None
8. Planning Commission Questions of Staff: None
9. Public Testimony Closed at 7:01 p.m.

MOTION: Commissioner Gregory moved to concur with the findings and conclusions in staff report CPA-2024-0003 and recommend City Council APPROVE the request. Commissioner Short seconded the motion.

DISCUSSION: None

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

D. COMPREHENSIVE PLAN AMENDMENT (CPA) #2024-0004:

Chairman Morris opened the public hearing at 7:03 pm for Comprehensive Plan Amendment (CPA) #2024-0004, proposing a text amendment to the Comprehensive Plan to add the expansion of the Convention Center to the Capital Facilities Plan list of projects. Applicant is the City of Kennewick.

1. Mr. Halitsky described the application, presented the staff report, and recommended the Planning Commission forward a recommendation of approval of CPA-2024-0004 to City Council.

Planning Commission did not have any clarifying questions of staff.

2. Testimony of Applicant/Applicant's Representative: None – City of Kennewick is the Applicant.
3. Testimony in Favor of the Request: None
4. Testimony Neutral/Against the Request: None
5. Testimony of Those Registered on Virtual Format: None

6. Applicant/Owner Final Testimony: None
7. Staff Final Comments: None
8. Planning Commission Questions of Staff: None
9. Public Testimony Closed at 7:04 p.m.

MOTION: Commissioner Griffith moved to concur with the findings and conclusions in staff report CPA-2024-0004 and recommend City Council APPROVE the request. Commissioner Gregory seconded the motion.

DISCUSSION: None

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

4. VISITORS NOT ON AGENDA:

- a. None

5. OLD BUSINESS:

- a. City Council Action Updates – All the 2024 Comp Plan Amendments heard tonight will go before City Council on October 1, 2024.

6. NEW BUSINESS:

- a. None.

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

- a. Mr. Donovan reviewed Planning Commissioner City email accounts and the usage of them by the Planning Commission – we are required to use them. Staff knows that there is a problem with them, a workshop with our IT department will most likely be scheduled. City staff will be in contact with commissioners very soon to get that well established with City emails, discontinue using private emails for notification purposes.

Chairman Morris asked about the Middle Housing Advisory Board – Mr. Donovan said Mr. Muai will forward that information to the Planning Commissioners. Chairman Morris will be unavailable for the first regular meeting in October.

ADJOURNMENT: The meeting concluded at 7:12 p.m.