

**KENNEWICK PLANNING COMMISSION
MEETING MINUTES
NOVEMBER 17, 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, one Commissioner online and six Commissioners in the Council Chambers.

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 (online)*

City Staff Present:

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

Ms. Didier announced a quorum was established.

Chair Hempstead lead the Pledge of Allegiance.

2. CONSENT AGENDA:

a. Approval of Minutes Dated June 2, 2025 and November 3, 2025

b. Approval of Agenda

c. Motion to Enter Staff Report into Record

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

SECOND: Commissioner Barger.

DISCUSSION: None.

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

3. PUBLIC HEARINGS:

Chair Hempstead made the following statement:

“Good evening and welcome to the November 17, 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) 2025-0005 – an application for Amendments to Kennewick Municipal Code (KMC) Sections 17.20.010, 18.09.260, 18.09.1350, 18.09.1860, 18.09.1865, 18.12.010 A.1, 18.12.010 A.2, 18.12.190, 18.36.060 and creating a new Code Section 18.09.415. Applicant – City of Kennewick, Community Planning.**

Chair Hempstead opened the public hearing at 6:35 p.m. for Development Code Amendment (DCA) 2025-0005, a development code amendment for certain KMC Sections 17 and 18.

Applicant:
City of Kennewick, Community Planning

Mr. Donovan described the application, presented the staff report, and Staff recommends the Planning Commission forward a recommendation for approval of DCA-2025-0005 to City Council.

Planning Commission Questions of Staff: Does it have to be mixed use or can people plop living units in a commercial area.

Testimony by Applicant/Applicant's Representative: Applicant is City of Kennewick; no additional comments.

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 6:41 p.m.

MOTION: Vice Chair Gregory moved that the Planning Commission concur with the findings and conclusions in staff report DCA-2025-0053 and recommend approval of the request to City Council.

SECOND: Commissioner Arneson.

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 there are no City Council action updates.

6. NEW BUSINESS: None.

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

Mr. Muai said the City Council has requested all City Boards and Commissions to produce a 2026 Work Plan for their respective board or commission, and wants the updates for the 4th Tuesday in January 2026 for the City Council workshop meeting. The Planning Commission Chair will be presenting the 2026 Planning Commission Work Plan at this Council workshop meeting.

8. ADJOURNMENT: Chair Hempstead concluded the meeting at 6:54 p.m.

Melinda Didier, CPT

Administrative Assistant, Community Planning