



City Council Regular Meeting Agenda

March 3, 2026 at 6:30 PM

City Hall Council Chambers - 210 W 6th Ave and Virtual

Meetings are broadcast live at <https://www.go2kennewick.com/CouncilMeetingBroadcasts>.

Public comment registration and instructions are available at <https://www.go2kennewick.com/PublicComments>.

1. CALL TO ORDER

Roll Call/Pledge of Allegiance/Welcome/Invocation

2. VISITORS

A total of thirty minutes is allocated for visitor comments, with each person permitted to speak once for a maximum of three minutes. Visitors are welcome to address any topic, except for Item 6.a. (visitors may testify when the hearing is opened). Comments can be submitted in person, remotely via Zoom, or in writing. Written comments submitted in advance of the meeting will be distributed to each Councilmember but not read into the record. If you want to provide feedback through Zoom or written format, please reach out to the City Clerk or our website for guidance. www.go2kennewick.com

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

All items included in the Consent Agenda have been provided to each member of the Kennewick City Council for review and consideration. These items are deemed routine and will be approved with a single motion from the Council, without any separate discussion. A Councilmember may remove an item for individual consideration.

a. **Meeting Minutes: February 17, 2026, City Council Regular Meeting**

Motion to approve the minutes as presented.

b. **Meeting Minutes: February 24, 2026, City Council Workshop**

Motion to approve the minutes as presented.

c. **Claim Roster: Toyota Center Operations and Box Office Accounts**

Motion to approve the Claims Rosters for the Toyota Center Operations and Box Office Accounts for January 2026 in the amount of \$275,922.11 comprised of check numbers 28916-28994 in the amount of \$205,748.68 and electronic transfers in the amount of \$70,173.43.

d. **Claims Roster: Columbia Park Golf Course Account**

Motion to approve the Claims Roster for the Columbia Park Golf Course Account for January 2026 in the amount of \$41,796.84, comprised of check numbers 325 and 3001-3010 in the amount of \$22,953.80 and electronic transfers in the amount of \$18,843.04.

To Assure Disabled Persons The Opportunity To Participate In Or Benefit From City Services, Please Provide Twenty-Four (24) Hour Advance Notice For Additional Arrangements To Reasonably Accommodate Special Needs. Please Be Advised That All Kennewick City Council Meetings Are Audio And Video Taped.

- e. **Payroll Roster: For the Pay Period Ending 2/15/2026**
Motion to approve the payroll roster for the pay period ending 2/15/2026.
- f. **Council Committee & Board Assignments: Tri-City Regional Public Facilities District 2026 - 2029 Terms**
Motion to confirm the appoint of Councilmember Millbauer, Councilmember Trumbo, and Kennewick Public Facilities District Board Member Ron Hue to the Tri-Cities Regional Public Facilities District (TCRPF) Board for the 2026- 2029 term.
- g. **Equipment: IT Hardware Purchase Funding Authorization**
Motion to authorize the City Manager to execute purchase orders for Mobile Data Terminals (MDT's) and server hardware for the City's data center, incorporating approval for future budget amendments to move approximately \$600,000 of capital funding forward to the 2026 fiscal year to cover these purchase orders.

5. ORDINANCES

- a. **Ordinance: Amending KMC Title 18.12.010, Permitted Uses in the Urban Mixed-Use (UMU) Zone (DCA-2025-0006)**
Option One: Motion to adopt the ordinance as presented.
Option Two: Motion to remand the matter back to the Planning Commission to consider amending KMC 18.15.010.
- b. **Ordinance Docket: Modifying the Kennewick Municipal Code (KMC) Chapter 17 (DCA-2025-0007)**
Motion to adopt the KMC Title 17 ordinance update docket as presented (docket items 5.b.1 and 5.b.2).
 - 1) Ordinance: Adding a New Section, 17.14 - Unit Lot Subdivisions, to the Kennewick Municipal Code (DCA-2025-0007)
Motion to adopt the ordinance as presented.
 - 2) Ordinance: Amending KMC Chapter 17.04.020 – Unit Lot Subdivision - Definitions (DCA-2025-0007)
Motion to adopt the ordinance as presented.

6. PUBLIC HEARINGS

- a. **Resolution: Final Latecomers Reimbursement Agreement for S. Colorado Street Sewer**
Motion to adopt the resolution as presented and authorize the City Manager to sign the Final Latecomers Reimbursement Agreement for S Colorado Street Sewer.

7. COUNCIL COMMENTS & DISCUSSION

8. CONCLUSION

To assure disabled persons the opportunity to participate in or benefit from City services, please provide twenty-four (24) hour advance notice for additional arrangements to reasonably accommodate special needs. Please be advised that all Kennewick City Council Meetings are Audio and Video Taped

FOR CONSIDERATION MARCH 3, 2026

**CITY OF KENNEWICK
CITY COUNCIL REGULAR MEETING
FEBRUARY 17, 2026**

CITY COUNCIL PRESENT:

Jason McShane, *Mayor*
Loren Anderson, *Councilmember*
Brad Beauchamp, *Councilmember*

Jim Millbauer, *Councilmember*
John Trumbo, *Councilmember*

CITY STAFF PRESENT:

Lisa Beaton, *Deputy City Manager*
Cary Roe, *Deputy City Manager*
Laurencio Sanguino, *City Attorney*
Chris Guerrero, *Police Chief*
Jake Van Horn, *Deputy Fire Chief*
John Cowling, *Public Works Director*

Jessica Platt, *Finance Director*
Chad Crouch, *Executive Services Director*
Anthony Muai, *Planning Director*
Krystal Johnston, *City Clerk*
Jillian Henze, *PIO/Marketing Supervisor*

1. CALL TO ORDER

Mayor McShane called the meeting to order at 6:30 p.m.

Ms. Johnston stated all councilmembers were in attendance with the exception of Councilmember Klippert and that a quorum was established. She explained Mayor Pro Tem Torelli was present via Zoom.

Councilmember Beauchamp led the Pledge of Allegiance and Matthew Huston provided the invocation.

Mayor McShane stated Councilmember Klippert provided advanced notice of his absence and requested an excusal.

MOTION:	Councilmember Trumbo moved to excuse the absence of Councilmember Klippert.
SECOND:	Councilmember Anderson.
DISCUSSION:	None.
VOTE:	The motion passed unanimously (5-0; Mayor Pro Tem Torelli was unable to hear/participate in the meeting due to technical issues with the audio interface).

Mayor Pro Tem Torelli, and later, Councilmember Klippert, attempted to join the meeting via remote connection but due to the failure of the Chamber's audio interface for the Zoom platform, their connections were unsuccessful.

MOTION:	Councilmember Anderson moved to excuse the absence of Mayor Pro Tem Torelli.
SECOND:	Councilmember Trumbo.
DISCUSSION:	None.
VOTE:	The motion passed unanimously (5-0).

2. VISITORS:

Fourteen visitors spoke to the Less Restrictive Alternative Facility for sexual offenders.

3. APPROVAL OF AGENDA

MOTION:	Councilmember Millbauer moved to approve the agenda as presented.
SECOND:	Councilmember Trumbo.
DISCUSSION:	None.
VOTE:	The motion passed unanimously (5-0).

4. CONSENT AGENDA

MOTION:	Councilmember Trumbo moved to approve the consent agenda as presented.
SECOND:	Councilmember Millbauer.
VOTE:	The motion passed unanimously (5-0).

- a. **Meeting Minutes: February 3, 2026, City Council Regular Meeting**
Motion to approve the minutes as presented.
- b. **Meeting Minutes: February 10, 2026, City Council Workshop**
Motion to approve the minutes as presented.
- c. **Claims Roster: January 2026**
Motion to approve the Claims Roster for January 2026 in the amount of \$10,350,243.06 comprised of electronic payments and check numbers 322536-323031.
- d. **Payroll Roster: For the Pay Period Ending 1/31/2026**
Motion to approve the payroll roster for the pay period ending 1/31/2026.
- e. **Contract: Kennewick Transportation System Plan Consultant Agreement Amendment #2 with Transpo Group for the US 395 (I-82 to I-182) Corridor Planning Study Project (P2511)**
Motion to approve Amendment #2 with Transpo Group as presented.
- f. **Agreement: WSDOT US395 Corridor Planning Study Update (GCC 1326)**
Motion to authorize the City Manager to sign the WSDOT Special Transportation Planning Study Agreement as presented.
- g. **Agreement: WSDOT Agreement and Prospectus to Obligate PE Funds for the Edison to Kellogg Kennewick Irrigation District ROW Pathway Project (P2602)**
Motion to authorize the Mayor to sign the agreement and project prospectus as presented.
- h. **Agreement: WSDOT Agreement and Prospectus to Obligate PE Funds for East Columbia Park Bicycle Improvements Project Phase 2 (P2603)**
Motion to authorize the Mayor to sign the Agreement and Project Prospectus as presented.

5. ORDINANCES/RESOLUTIONS

- a. **Resolution 26-01: Joint Resolution with the Kennewick School District Regarding Less Restrictive Alternative Facilities for Sexual Offenders**

Mr. Roe provided a staff report and together with Mr. Sanguino, answered Council's questions.

Councilmembers collaborated to modify the resolution in the following manner: Add "the Governor of the State of Washington" to the first sentence of the last paragraph on page one; add "the input of those" to the last sentence of the last paragraph on page 2.

MOTION: Councilmember Millbauer moved to adopt the resolution as amended and instruct the City Manager to transmit it to state legislators, the Governor's Office, and DSHS leadership.

SECOND: Councilmember Anderson.

DISCUSSION: Councilmembers discussed the merits of the resolution.

VOTE: **The motion passed unanimously (5-0).**

The City Clerk assigned Resolution No. 26-01.

b. Resolution 26-02: Shoreline Reconveyance Memorandum of Agreement with Local Tribes and Municipalities

Mr. Roe provided a staff report and answered Council's questions. During his report, Mr. Roe explained he'd recently learned there may be slight changes to the language in the agreement and exhibits based upon public feedback through the Tribes. Therefore, he recommended Council include flexibility in their motion to allow minor modifications. He committed to return to Council if the changes proposed by the Tribes materially alter the terms and conditions of the documents presented.

MOTION: Councilmember Millbauer moved to adopt the resolution as presented, along with the acceptance of the Memorandum of Agreement and its related exhibits for the Shoreline Reconveyance project; with approval to allow for minor modifications to incorporate the final versions of the documents, which will reflect feedback from the Tribes, provided that the language does not materially alter the terms and conditions of the documents presented today.

SECOND: Councilmember Trumbo.

DISCUSSION: Council discussed the matter and reaffirmed the importance of returning to Council if the changes proposed by the Tribes are substantive.

VOTE: **The motion passed unanimously (5-0).**

The City Clerk assigned Resolution No. 26-02.

6. PUBLIC HEARINGS

a. Resolution 26-03: Vacation of a Portion of a 20-Foot Water Line Easement Located at 5775, 5803, 5831, W 28th Pl and 5748 W 28th Ave (ENG-2026-0001)

Mr. Cowling provided a staff report; no questions were raised.

Mayor McShane opened the public hearing at 8:01 p.m.

Testimony: None.

Mayor McShane closed the public hearing at 8:01 p.m.

MOTION: Councilmember Anderson moved to adopt the resolution as presented and authorize the Mayor to execute all necessary documents.

SECOND: Councilmember Millbauer.

DISCUSSION: None.

VOTE: **The motion passed unanimously (5-0).**

The City Clerk assigned Resolution No. 26-03

7. COUNCIL COMMENTS/DISCUSSION:

Councilmembers reported on their respective activities, upcoming events, and items of concern. The Mayor and Councilmembers spoke at length regarding the LRA matter. Councilmember Trumbo raised a particular point regarding transparency and notification to the public for the LRA site. He shared his recollection of an executive session which occurred “months ago” and went on to state that he shared details of that meeting with a person who lived in the vicinity. Mayor McShane drew the public’s attention to the approval of item 4.g., a construction project to install a public park facility/trail directly behind the proposed LRA property pursuant to the Pathways and Trails Master Plan Council approved in March 2025.


8. CONCLUSION: Mayor McShane concluded the meeting at 8:16 p.m.

DRAFT

Krystal Johnston, CMC, CPRO
City Clerk

At the time of publishing these minutes, the City Council meeting recording is available at:

<https://kennewickwa.new.swagit.com/videos/375420>

Council Agenda Coversheet	Item Number: 4.b. Date: 3/3/2026 Item Type: General Business Item Subject: Meeting Minutes: February 24, 2026, City Council Workshop Department: City Manager	Category: Consent Agenda
	<u>Recommendation</u> Staff recommends Council approve the meeting minutes as presented. <u>Motion for Consideration</u> Motion to approve the minutes as presented. <u>Summary</u> The City Clerk's Office has prepared action-format meeting minutes for City Council's consideration. <u>Alternatives</u> The City Council may make corrections to errors and approve the meeting minutes as amended. <u>Fiscal Impact</u> None.	
Attachments: 1. Minutes - Draft		

CITY OF KENNEWICK
CITY COUNCIL WORKSHOP
FEBRUARY 24, 2026

CITY COUNCIL PRESENT:

Jason McShane, *Mayor*
Chuck Torelli, *Mayor Pro Tem*
Loren Anderson, *Councilmember*

Brad Klippert, *Councilmember*
Jim Millbauer, *Councilmember*
John Trumbo, *Councilmember*

CITY STAFF PRESENT:

Erin Erdman, *City Manager*
Lisa Beaton, *Deputy City Manager*
Laurencio Sanguino, *City Attorney*
Chris Guerrero, *Police Chief*
Michael Heffner, *Fire Chief*
John Cowling, *Public Works Director*

Anthony Muai, *Planning Director*
Chad Crouch, *Executive Services Director*
Krystal Johnston, *City Clerk*
Isaac Merkl, *Police Commander*
Tyson Duerr, *Communication & Marketing Specialist*

GUEST PRESENTERS:

Rob Rosco, *Deputy Director, Washington Cities Insurance Association*

CALL TO ORDER. Mayor McShane called the meeting to order at 6:30 p.m. Mayor McShane called roll; all Councilmembers were present with the exception of Councilmember Beauchamp.

MOTION:	Mayor Pro Tem Torelli moved to excuse the absence of Councilmember Beauchamp.
SECOND:	Councilmember Millbauer.
DISCUSSION:	None.
VOTE:	The motion passed unanimously (6-0).

Mayor McShane announced there were no citizen comments submitted.

- 1. OPEN GOVERNMENT TRAINING: COUNCIL DO'S AND DONT'S:** Mr. Sanguino introduced guest presenter Rob Roscoe. Mr. Roscoe provided a comprehensive presentation and replied to Council questions and comments. No action taken.


Ms. Erdman provided a brief lobbying status update for activities at the state and federal levels. Ms. Erdman reminded Council of the upcoming retreat on March 7 with the agenda to be determined.

CONCLUSION. Mayor McShane concluded the meeting at 7:27 p.m.

DRAFT

Krystal Johnston, CMC, CPRO
City Clerk

At the time of publishing these minutes, the City Council meeting recording is available at:
<https://kennewickwa.new.swagit.com/videos/376239>

Council Agenda Coversheet	Item Number: 4.c.	Date: 3/3/2026	Category: Consent Agenda						
	Item Type: General Business Item								
	Subject: Claim Roster: Toyota Center Operations and Box Office Accounts								
	Department: Finance								
Recommendation Staff recommends that Council approve the Claims Rosters for the Toyota Center Operations and Box Office Accounts for January 2026 as presented.									
Motion for Consideration Motion to approve the Claims Rosters for the Toyota Center Operations and Box Office Accounts for January 2026 in the amount of \$275,922.11 comprised of check numbers 28916-28994 in the amount of \$205,748.68 and electronic transfers in the amount of \$70,173.43.									
Summary The payments on this Claims Roster are comprised of the following issuances during the period 1/1/2026-1/31/2026: <table data-bbox="305 793 1023 903"><tr><td>Check numbers 28916-28994:</td><td>\$205,748.68</td></tr><tr><td>Electronic payments (EFT):</td><td>\$70,173.43</td></tr><tr><td>Total</td><td>\$275,922.11</td></tr></table>				Check numbers 28916-28994:	\$205,748.68	Electronic payments (EFT):	\$70,173.43	Total	\$275,922.11
Check numbers 28916-28994:	\$205,748.68								
Electronic payments (EFT):	\$70,173.43								
Total	\$275,922.11								
Alternatives									
Fiscal Impact \$275,922.11									
Attachments: 1. Claims Roster									



Date	Check	Method	Name	Amount
<u>TOYO Sterling Operating Account</u>				
01/09/26		Wire Transfer	King Beverage (00002731)	3,315.90
01/09/26	3228609		TC Beer	3,315.90
101413	• Inventory - Beer		TC Beer	3,315.90
01/09/26		Wire Transfer	Southern Glazer's of WA (00002855)	921.36
01/09/26	1230340		TC Liquor	921.36
101415	• Inventory - Liquor		TC Liquor	921.36
01/09/26		Wire Transfer	The Odom Corporation (00002856)	1,347.82
01/09/26	3045000374		TC Beer Credit	-135.00
101413	• Inventory - Beer		TC Beer Credit	-135.00
01/09/26	10849734		TC Beer	1,482.82
101413	• Inventory - Beer		TC Beer	1,482.82
01/08/26	28916	Auto Check	Abbott Michael (00002770)	518.00
01/08/26	448-018530		FiltaFry Services	296.00
107508	• F&B Equipment Repairs & Maintenance		FiltaFry Services	296.00
01/08/26	448-018674		FiltaFry Services	222.00
107508	• F&B Equipment Repairs & Maintenance		FiltaFry Services	222.00
01/08/26	28917	Auto Check	Adamson Janine (00002809)	40.00
01/08/26	December 2025 LTS Coaching		December 2025 LTS Coaching	40.00
107304	• Contracted Services		December 2025 LTS Coaching	40.00
01/08/26	28918	Auto Check	Advanced Protection Services, Inc. (00002751)	733.05
01/08/26	R168445		TC-Temp	43.47
107209	• Security & Fire Alarm System		TC-Temp 1/1-1/31	43.47
01/08/26	R168443		TC- Main Facility	73.93
107209	• Security & Fire Alarm System		TC- Main Facility 1/1-1/31	73.93
01/08/26	R168442		TC- Ammonia	79.37
107209	• Security & Fire Alarm System		TC- Ammonia 1/1-1/31	79.37
01/08/26	R168446		TC- Vault	43.47
107209	• Security & Fire Alarm System		TC- Vault 1/1-1/31	43.47
01/08/26	R168441		TC- Ice Rink	73.93
107209	• Security & Fire Alarm System		TC- Ice Rink 1/1-1/31	73.93
01/08/26	R168444		TC-Openeye	418.88
107209	• Security & Fire Alarm System		TC-Openeye 1/1-1/31	418.88
01/08/26	28919	Auto Check	Apollo Heating and Air Conditioning (00002933)	4,466.33
01/08/26	940070574		TC HVAC Maintenance January	3,587.24
107210	• HVAC Repairs & Maintenance		TC HVAC Maintenance January	3,587.24
01/08/26	940070580		Blower Motor Replacement	879.09
107210	• HVAC Repairs & Maintenance		Blower Motor Replacement	879.09
01/08/26	28920	Auto Check	Baskin Robbins (00002754)	5,026.21
01/08/26	AMS vs Portland		Third Party Sales	2,194.53
104690	• Concession Sales - Third Party Expense		Third Party Sales	2,016.00
102160	• Tips Payable		Third Party Tips for Employees	178.53
01/08/26	AMS vs SPOKANE		Third Party Sales	2,831.68
104690	• Concession Sales - Third Party Expense		Third Party Sales	2,609.28
102160	• Tips Payable		Third Party Tips for Employees	222.40
01/08/26	28921	Auto Check	Bobablastic (00003078)	2,850.05
01/08/26	AMS vs PORTLAND		Third Party Sales	1,287.20
104690	• Concession Sales - Third Party Expense		Third Party Sales	1,164.24
102160	• Tips Payable		Third Party Tips for Employees	122.96
01/08/26	AMS vs SPOKANE		Third Party Sales	1,562.85
104690	• Concession Sales - Third Party Expense		Third Party Sales	1,414.35
102160	• Tips Payable		Third Party Tips for Employees	148.50

01/08/26	28922	Auto Check	Bond Craig (00002810)				350.00
01/08/26	107304	December 2025 LTS Coaching • Contracted Services	December 2025 LTS Coaching December 2025 LTS Coaching			350.00	350.00
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01/08/26	28923	Auto Check	Bond Jennifer (00002941)				525.00
01/08/26	107304	December 2025 LTS Coaching • Contracted Services	December 2025 LTS Coaching December 2025 LTS Coaching			525.00	525.00
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01/08/26	28924	Auto Check	Brashear Electric, Inc. (00002756)				2,206.10
01/08/26	107401	43881 • Outside Event Expense	Set Up "Cirque De Soleil" Set Up "Cirque De Soleil"			897.60	897.60
01/08/26	107401	43852 • Outside Event Expense	Set Up- Mannheim Set Up- Mannheim			897.60	897.60
01/08/26	107508	43816 • F&B Equipment Repairs & Maintenance	F&B Equipment Repair F&B Equipment Repair- Zach Top			410.90	410.90
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01/08/26	28925	Auto Check	Cascade Fire Protection Co. (00004047)				2,640.00
01/08/26	107209	998557 • Security & Fire Alarm System	5 Year Sprinkler Inspections 5 Year Sprinkler Inspections			2,640.00	2,640.00
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01/08/26	28926	Auto Check	Central Washington Refrigeration, LLC (00002949)				651.60
01/08/26	107212	51548 • Building Repairs & Maintenance	Compressor Repairs Compressor Repairsv			651.60	651.60
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01/08/26	28927	Auto Check	CH2O Incorporated (00004528)				9,199.51
01/08/26	107304	366058 • Contracted Services	Water Treatments Water Treatments, Initial Set Up and Supplies PO 5483			9,199.51	9,199.51
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01/08/26	28928	Auto Check	Chapala Express (00002758)				5,764.40
01/08/26	104690	AMS vs PORTLAND • Concession Sales - Third Party Expense	Third Party Sales Third Party Sales			1,920.89	2,204.33
01/08/26	102160	• Tips Payable	Third Party Tips for Employees			283.44	
01/08/26	104690	AMS vs SPOKANE • Concession Sales - Third Party Expense	Third Party Sales Third Party Sales			3,043.81	3,560.07
01/08/26	102160	• Tips Payable	Third Party Tips for Employees			516.26	
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01/08/26	28929	Auto Check	City of Kennewick - Water (00002858)				4,747.41
01/08/26	107219	TC Water 10/21/25-12/22/25 • Water	TC Water 10/21/25-12/22/25 TC Water 10/21/25-12/22/25			4,747.41	4,747.41
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01/08/26	28930	Auto Check	Coca-Cola (00000213)				7,749.45
01/08/26	101411	177903 • Inventory - Food	TC Food TC Food			2,000.00	2,000.00
01/08/26	101413	1502364 • Inventory - Beer	TC Beer Credit TC Beer Credit			-100.00	-100.00
01/08/26	101411	178367 • Inventory - Food	TC Food TC Food			6,829.45	6,829.45
01/08/26	101411	1502384 • Inventory - Food	TC Food Credit TC Food Credit			-980.00	-980.00
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01/08/26	28931	Auto Check	Cougar Digital Marketing & Design (00002861)				465.86
01/08/26	107302	16272 • Venue Marketing & Non-Event Advertising	TC Monthly Website TC Monthly Website			227.93	227.93
01/08/26	107302	16279 • Venue Marketing & Non-Event Advertising	TC Monthly Website TC Monthly Website (Toyota Arena)			237.93	237.93
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01/08/26	28932	Auto Check	Dog Haus Tri-Cities (00004205)				4,647.48
01/08/26	102160	AMS vs PORTLAND • Concession Sales - Third Party Expense	Third Party Sales Third Party Sales			1,572.60	1,895.31
01/08/26	102160	• Tips Payable	Third Party Tips for Employees			322.71	
01/08/26	102160	AMS vs SPOKANE • Concession Sales - Third Party Expense	Third Party Sales Third Party Sales			2,330.40	2,752.17
01/08/26	102160	• Tips Payable	Third Party Tips for Employees			421.77	
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01/08/26	28933	Auto Check	Enterprise Rent A Car (00002931)				190.66
01/08/26	107410	202002519698 • Event Rental Equipment	Cole Swindell Rental Cole Swindell Rental RA# 9ZHWJ6			190.66	190.66
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01/08/26	28934	Auto Check	Gamache Landscaping, Inc. (00002798)				2,062.85
01/08/26	107213	2725 • Grounds Repairs & Maintenance	TC Monthly Lawn Maintenance TC Monthly Lawn Maintenance			2,062.85	2,062.85

01/08/26	28935	Auto Check	Jeremy Schultz (00004321)				427.66
01/08/26	102160	Tips for 12/27 and 12/31 • <i>Tips Payable</i>		<i>Tips for 12/27 and 12/31</i>		427.66	427.66
01/08/26	28936	Auto Check	Kaur Genna (00004198)				68.00
01/08/26	107304	December 2025 LTS Coaching • <i>Contracted Services</i>		December 2025 LTS Coaching <i>December 2025 LTS Coaching</i>		68.00	68.00
01/08/26	28937	Auto Check	Lily Davidson (00004444)				72.00
01/08/26	107304	December 2025 LTS Coaching • <i>Contracted Services</i>		December 2025 LTS Coaching <i>December 2025 LTS Coaching</i>		72.00	72.00
01/08/26	28938	Auto Check	Lowe's Commercial Services (00002776)				499.62
01/08/26	107203	442710990 • <i>Janitorial Supplies</i>		Janitorial Supplies <i>Janitorial Supplies PO 5473</i>		93.77	93.77
01/08/26	107201	811013786 • <i>Tools & Supplies</i>		Tools and Supplies <i>Tools and Supplies PO 5470 drawer pulls</i>		30.99	30.99
01/08/26	107201	645603301 • <i>Tools & Supplies</i>		Tools and Supplies <i>Tools and Supplies- Parking Sand PO 5421</i>		72.59	72.59
01/08/26	107201	366740316 • <i>Tools & Supplies</i>		Tools and Supplies <i>Tools and Supplies PO 5471</i>		57.79	57.79
01/08/26	107201	292862718 • <i>Tools & Supplies</i>		Tools and Supplies <i>Fiberweld Pipe Repair PO 5476</i>		37.80	37.80
01/08/26	107212	444638748 • <i>Building Repairs & Maintenance</i>		Building Repair Supplies <i>Building Repair Supplies PO 5482 Lightbulbs</i>		103.34	103.34
01/08/26	107212	335763742 • <i>Building Repairs & Maintenance</i>		Building Repair Supplies <i>Building Repair Supplies PO 5477 Lightbulbs</i>		103.34	103.34
01/08/26	28939	Auto Check	Mount's Lock, Key & Engraving, Inc (00002863)				130.56
01/08/26	107212	273879 • <i>Building Repairs & Maintenance</i>		Lock Repair <i>PO 5479- Lock Repair on C building</i>		130.56	130.56
01/08/26	28940	Auto Check	Reign Drop LLC (00003211)				1,537.42
01/08/26	101411	S4176-25-6621 • <i>Inventory - Food</i>		TC Food <i>TC Food</i>		225.32	225.32
01/08/26	101411	S4176-25-6623 • <i>Inventory - Food</i>		TC Food <i>TC Food</i>		163.17	163.17
01/08/26	101411	S4176-25-6647 • <i>Inventory - Food</i>		TC Food <i>TC Food</i>		90.06	90.06
01/08/26	101411	S4176-25-6646 • <i>Inventory - Food</i>		TC Food <i>TC Food</i>		216.22	216.22
01/08/26	101411	S4176-25-6624 • <i>Inventory - Food</i>		TC Food <i>TC Food</i>		106.04	106.04
01/08/26	101411	S4176-25-6622 • <i>Inventory - Food</i>		TC Food <i>TC Food</i>		127.96	127.96
01/08/26	101411	S4176-25-6648 • <i>Inventory - Food</i>		TC Food <i>TC Food</i>		365.13	365.13
01/08/26	101411	S4176-25-6649 • <i>Inventory - Food</i>		TC Food <i>TC Food</i>		243.52	243.52
01/08/26	28941	Auto Check	Skylar Rain Questal (00004369)				72.00
01/08/26	107304	December 2025 LTS Coaching • <i>Contracted Services</i>		December 2025 LTS Coaching <i>December 2025 LTS Coaching</i>		72.00	72.00
01/08/26	28942	Auto Check	Stafford Laura Alice (00004199)				68.00
01/08/26	107304	December 2025 LTS Coaching • <i>Contracted Services</i>		December 2025 LTS Coaching <i>December 2025 LTS Coaching</i>		68.00	68.00
01/08/26	28943	Auto Check	Stephens Media Group (00002844)				600.00
01/08/26	107402	MC-1251216757 • <i>Event Advertising</i>		UW vs WSU Game Advert. <i>UW vs WSU Game Advert. PO 5435</i>		600.00	600.00
01/08/26	28944	Auto Check	Taco City (00003055)				4,334.65
01/08/26	104690	AMS vs PORTLAND • <i>Concession Sales - Third Party Expense</i>		Third Party Sales <i>Third Party Sales</i>		1,430.65	1,780.37
01/08/26	102160	• <i>Tips Payable</i>		<i>Third Party Tips for Employees</i>		232.22	
01/08/26	104690	• <i>Concession Sales - Third Party Expense</i>		<i>Agua Fresca 1</i>		5.50	
01/08/26	104690	• <i>Concession Sales - Third Party Expense</i>		<i>Horchata 14</i>		112.00	
01/08/26	104690	AMS vs SPOKANE • <i>Concession Sales - Third Party Expense</i>		Third Party Sales <i>Third Party Sales</i>		2,114.45	2,554.28
01/08/26	102160	• <i>Tips Payable</i>		<i>Third Party Tips for Employees</i>		354.33	
01/08/26	104690	• <i>Concession Sales - Third Party Expense</i>		<i>Agua Fresca 1</i>		5.50	

	104690	• Concession Sales - Third Party Expense	Horchata 10		80.00	
01/08/26	28945	Auto Check	Teresa Zorich (00004531)			75.00
	01/08/26	Refund LTS Lessons	Refund LTS Lessons		75.00	
	105004	• Learn to Skate	Refund LTS Lessons		75.00	
01/08/26	28946	Auto Check	Tim Berry (00002808)			126.00
	01/08/26	December 2025 LTS Coaching	December 2025 LTS Coaching		126.00	
	107304	• Contracted Services	December 2025 LTS Coaching		126.00	
01/08/26	28947	Auto Check	Tri-Cities Water Store, INC. (00004476)			2,941.95
	01/08/26	12092025	Production Office Plumbing		2,941.95	
	109010	• Capital Improvements	Production Office Plumbing CIP		2,941.95	
01/08/26	28948	Auto Check	US Foods (00002786)			10,690.46
	01/08/26	3063423	TC Beer/ Food		1,633.91	
	101413	• Inventory - Beer	TC Beer		54.59	
	101411	• Inventory - Food	TC Food		1,579.32	
	01/08/26	5399705	TC Food		2,846.01	
	101411	• Inventory - Food	TC Food		2,846.01	
	01/08/26	3344555	TC Food		2,106.42	
	101411	• Inventory - Food	TC Food		2,106.42	
	01/08/26	3230253	TC Food Credit		-81.83	
	101411	• Inventory - Food	TC Food Credit		-81.83	
	01/08/26	3230253	TC Food/Beer/Liquor		4,185.95	
	101413	• Inventory - Beer	TC Beer		83.09	
	101415	• Inventory - Liquor	TC Liquor		91.35	
	101411	• Inventory - Food	TC Food		4,011.51	
01/08/26	28949	Auto Check	VenuWorks, Inc. (00000894)			10,965.13
	01/08/26	20720	December Management Fee 2025		10,965.13	
	107306	• VenuWorks Management Fee	December Management Fee 2025		10,965.13	
01/08/26	28950	Auto Check	Vistar Corporation (00002787)			1,601.75
	01/08/26	78928465	TC Food		1,601.75	
	101411	• Inventory - Food	TC Food		1,601.75	
01/08/26	28951	Auto Check	Volz, Madeline (00004258)			72.00
	01/08/26	December 2025 LTS Coaching	December 2025 LTS Coaching		72.00	
	107304	• Contracted Services	December 2025 LTS Coaching		72.00	
01/08/26	28952	Auto Check	Washington State Department of Revenue (00002989)			4,237.20
	01/08/26	KC Kettle Sales Lien			4,237.20	
	104690	• Concession Sales - Third Party Expense	Sales balance due to DOR Lien		4,237.20	
01/08/26	28953	Auto Check	WCP Solutions (00002788)			2,295.70
	01/08/26	14304600	Janitorial Supplies		105.10	
	107203	• Janitorial Supplies	Janitorial Supplies PO 5422		105.10	
	01/08/26	14307825	Janitorial Supplies		1,166.88	
	107203	• Janitorial Supplies	Janitorial Supplies PO 5472		1,166.88	
	01/08/26	14307826	Janitorial Supplies		917.64	
	107203	• Janitorial Supplies	Janitorial Supplies PO 5472		917.64	
	01/08/26	14307827	Janitorial Supplies		106.08	
	107203	• Janitorial Supplies	Janitorial Supplies PO 5427		106.08	
01/08/26	28954	Auto Check	Weaver Exterminating Service, Inc. (00002804)			495.04
	01/08/26	35546	Monthly Rodent		165.38	
	107304	• Contracted Services	Monthly Rodent		165.38	
	01/08/26	35550	Rodent Monthly		329.66	
	107304	• Contracted Services	Rodent Monthly		329.66	
01/09/26	28955	Auto Check	Enterprise Rent A Car (00002931)			388.09
	01/09/26	202002519690	Rental- Cole Swindell		186.80	
	107410	• Event Rental Equipment	Rental- Cole Swindell RA#9ZJYKF		186.80	
	01/09/26	202002476281	Rental- Old Dominion		201.29	
	107410	• Event Rental Equipment	Rental- Old Dominion RA#9SXRQ4		201.29	
01/09/26	28956	Auto Check	Kennewick Union Firefighters L-1296 (00003455)			4,200.00
	01/09/26	DEC 2025	EMT Services Dec		4,200.00	
	107404	• Event Contracted Labor	AMS vs Portland 8 hrs		600.00	
	107404	• Event Contracted Labor	AMS vs Spokane 8 hrs		600.00	
	107404	• Event Contracted Labor	AMS vs Seattle 8 hrs		600.00	

	107404	• Event Contracted Labor		AMS vs Wenatchee 8 hrs		600.00	
	107404	• Event Contracted Labor		Cirque Musica 8 hrs		600.00	
	107404	• Event Contracted Labor		AMS vs Everett 8 hrs		600.00	
	107404	• Event Contracted Labor		AMS vs Swift Current 8 hrs		600.00	
01/09/26	28957	Auto Check	Lowe's Commercial Services (00002776)				53.61
	01/09/26	L251125-497989462	Account Fees				53.61
	107201	• Tools & Supplies		Account Fees		53.61	
01/09/26	28958	Auto Check	WCP Solutions (00002788)				377.86
	01/09/26	14286673	Janitorial Supplies				377.86
	107203	• Janitorial Supplies		Janitorial Supplies PO 5422		377.86	
01/12/26		Wire Transfer	King Beverage (00002731)				511.05
	01/12/26	3229663	TC Beer				511.05
	101413	• Inventory - Beer		TC Beer		511.05	
01/20/26		Wire Transfer	Cort Party Rental (00004556)				3,174.94
	01/20/26	q203275-1					3,174.94
	107401	• Outside Event Expense		Electrical services for Potato @ TOYO		3,174.94	
01/23/26		Wire Transfer	RNDC- Young's Market (00003288)				807.19
	01/23/26	51855273	TC Liquor				807.19
	101415	• Inventory - Liquor		TC Liquor		807.19	
01/23/26		Wire Transfer	The Odom Corporation (00002856)				2,680.64
	01/23/26	3045000386	TC Beer Credit				-45.00
	101413	• Inventory - Beer		TC Beer Credit		-45.00	
	01/23/26	10917538	TC Beer				2,725.64
	101413	• Inventory - Beer		TC Beer		2,725.64	
01/20/26	28959	Auto Check	Block One Distillery (00004542)				628.56
	01/20/26	132					628.56
	101415	• Inventory - Liquor		TC Liquor		628.56	
01/22/26	28960	Auto Check	Baskin Robbins (00002754)				5,292.41
	01/22/26	AMS vs Moose Jaw	Third Party Sales				3,002.33
	104690	• Concession Sales - Third Party Expense		Third Party Sales		2,673.92	
	102160	• Tips Payable		Third Party Tips for Employees		328.41	
	01/22/26	UW vs WSU Apple Puck	Third Party Sales				2,290.08
	104690	• Concession Sales - Third Party Expense		Third Party Sales		2,055.68	
	102160	• Tips Payable		Third Party Tips for Employees		234.40	
01/22/26	28961	Auto Check	Benton PUD (00000121)				20,066.96
	01/22/26	12/08/25-1/08/26	1/16/26 4438000				262.10
	107216	• Electricity		December Electric-Sign 1/16/26 4438000		262.10	
	01/22/26	12/08/25-1/08/26 TC	1/16/26 49072001				19,804.86
	107216	• Electricity		TC 1/16/26 49072001		19,804.86	
01/22/26	28962	Auto Check	Bobablastic (00003078)				2,419.32
	01/22/26	AMS vs Moose Jaw	Third Party Sales				1,383.72
	104690	• Concession Sales - Third Party Expense		Third Party Sales		1,215.27	
	102160	• Tips Payable		Third Party Tips for Employees		168.45	
	01/22/26	UW vs WSU Apple Puck	Third Party Sales				1,035.60
	104690	• Concession Sales - Third Party Expense		Third Party Sales		935.55	
	102160	• Tips Payable		Third Party Tips for Employees		100.05	
01/22/26	28963	Auto Check	Cascade Natural Gas (00000161)				939.32
	01/22/26	12/11/25-1/9/26	TC 444 661 0000 3				939.32
	107217	• Natural Gas		TC Natural Gas 444 661 0000 3		939.32	
01/22/26	28964	Auto Check	Cascade Natural Gas (00000161)				4,288.17
	01/22/26	12/11/25-1/9/26 TC	TC 634 661 0000 3				4,288.17
	107217	• Natural Gas		TC Natural Gas 634 661 0000 3		4,288.17	
01/22/26	28965	Auto Check	Chapala Express (00002758)				2,754.28
	01/22/26	AMS vs Moose Jaw	Third Party Sales				2,754.28
	104690	• Concession Sales - Third Party Expense		Third Party Sales		2,387.88	
	102160	• Tips Payable		Third Party Tips for Employees		366.40	
01/22/26	28966	Auto Check	City of Kennewick - Misc (00002830)				8,834.94

01/22/26	17447		Audit Costs 2025			7,500.00	7,500.00
	107303	• Professional Fees		Audit Costs 2025			
01/22/26	17420		Leasehold 4th Quarter				1,334.94
	102330	• Leasehold Tax Payable - COK		Leasehold 4th Quarter		1,334.94	
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01/22/26	28967	Auto Check	Coca-Cola (00000213)				2,979.00
01/22/26	179051		TC Food				4,064.00
	101411	• Inventory - Food		TC Food		4,064.00	
01/22/26	179052		TC Food Credit				-1,085.00
	101411	• Inventory - Food		TC Food Credit		-1,085.00	
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01/22/26	28968	Auto Check	Concessions Supply (00002860)				1,220.60
01/22/26	256163		TC Food				1,220.60
	101411	• Inventory - Food		TC Food		1,220.60	
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01/22/26	28969	Auto Check	Culligan Water Conditioning (00002766)				57.39
01/22/26	162501		TC Vendor Credit				-45.70
	107102	• Office Supplies		TC Vendor Credit for Cooler Rentals		-45.70	
01/22/26	163496		TC Water Rental				103.09
	107102	• Office Supplies		TC Water Rental		103.09	
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01/22/26	28970	Auto Check	Dog Haus Tri-Cities (00004205)				4,390.49
01/22/26		AMS vs Moose Jaw	Third Party Sales				2,210.40
	104690	• Concession Sales - Third Party Expense		Third Party Sales		1,872.60	
	102160	• Tips Payable		Third Party Tips for Employees		337.80	
01/22/26		UW vs WSU Apple Puck	Third Party Sales				2,180.09
	104690	• Concession Sales - Third Party Expense		Third Party Sales		1,836.00	
	102160	• Tips Payable		Third Party Tips for Employees		344.09	
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01/22/26	28971	Auto Check	Lowe's Commercial Services (00002776)				577.59
01/22/26	373498414		TC Paint Supplies				337.87
	107212	• Building Repairs & Maintenance		TC Paint Supplies		337.87	
01/22/26	71176		Building Repairs				110.16
	107212	• Building Repairs & Maintenance		Building Repairs		110.16	
01/22/26	82480		Building Supplies				129.56
	107212	• Building Repairs & Maintenance		Paint Supplies for Stairs PO 5498		129.56	
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01/22/26	28972	Auto Check	Reign Drop LLC (00003211)				1,028.99
01/22/26	S4176-26-6696		TC Food				137.06
	101411	• Inventory - Food		TC Food		137.06	
01/22/26	S4176-26-6695		TC Food				289.33
	101411	• Inventory - Food		TC Food		289.33	
01/22/26	S4176-26-6693		TC Food				417.04
	101411	• Inventory - Food		TC Food		417.04	
01/22/26	S4176-26-6694		TC Food				185.56
	101411	• Inventory - Food		TC Food		185.56	
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01/22/26	28973	Auto Check	Springhill Suites of Kennewick (00002726)			VOID	0.00
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01/22/26	28974	Auto Check	Taco City (00003055)				1,922.17
01/22/26		AMS vs Moose Jaw	Third Party Sales				1,922.17
	104690	• Concession Sales - Third Party Expense		Third Party Sales		1,586.00	
	102160	• Tips Payable		Third Party Tips for Employees		215.17	
	104690	• Concession Sales - Third Party Expense		Agua Fresca 6		33.00	
	104690	• Concession Sales - Third Party Expense		Horchata 11		88.00	
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01/22/26	28975	Auto Check	Tri-Cities Water Store, INC. (00004476)				859.52
01/22/26	01/12/26		Plumbing Repairs				859.52
	107212	• Building Repairs & Maintenance		Plumbing Repairs PO 5496 Women's Bathroom		859.52	
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01/22/26	28976	Auto Check	US Foods (00002786)				7,757.37
01/22/26	3734515		TC Food				3,392.34
	101411	• Inventory - Food		TC Food		3,392.34	
01/22/26	3734517		TC Food				4,206.99
	101411	• Inventory - Food		TC Food		4,087.88	
	101413	• Inventory - Beer		TC Beer		83.09	
	101415	• Inventory - Liquor		TC Liquor		36.02	
01/22/26	3790902		TC Food				158.04
	101411	• Inventory - Food		TC Food		158.04	
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01/22/26	28977	Auto Check	Vistar Corporation (00002787)				3,761.72
01/22/26	79056482		TC Food				3,761.72

	101411	• Inventory - Food	TC Food		3,761.72	
01/22/26	28978	Auto Check	Weaver Exterminating Service, Inc. (00002804)			495.04
	01/22/26	35919	Monthly Rodent		329.66	329.66
	107304	• Contracted Services	Monthly Rodent		329.66	
	01/22/26	35912	Monthly Rodent			165.38
	107304	• Contracted Services	Rink- Monthly Rodent		165.38	
01/27/26			Southern Glazer's of WA (00002855)			-418.80
	01/27/26	1241758	TC LIQUOR CREDIT			-418.80
	101415	• Inventory - Liquor	TC LIQUOR CREDIT		-418.80	
01/26/26			Wire Transfer Cort Party Rental (00004556)			3,174.93
	01/26/26	203275-1				3,174.93
	107401	• Outside Event Expense	Electrical work for Potato @ TOYO		3,174.93	
01/25/26			Wire Transfer Washington State Department of Revenue (00002989)			40,471.60
	01/25/26	Dec 2025 B&O taxes TOYO				40,471.60
	102325	• B&O Tax Payable	Dec 2025 B&O taxes due		6,480.18	
	102310	• Sales Tax Payable - State	Dec 2025 sales taxes due		29,492.86	
	107603	• B&O Taxes	Dec 2025 B&O taxes due		4,498.56	
01/29/26			Wire Transfer King Beverage (00000486)			12,421.15
	01/29/26	3235471	TC Beer Credit			-232.00
	101413	• Inventory - Beer	TC Beer Credit		-232.00	
	01/29/26	3234023	TC Beer			12,653.15
	101413	• Inventory - Beer	TC Beer		12,653.15	
01/31/26			Wire Transfer Toast Inc (00004170)			1,530.49
	01/31/26	Jan 2025 POS Fees				1,530.49
	107514	• F&B Credit Card & Banking Fees	Jan 2025 POS Fees		1,530.49	
01/31/26			Wire Transfer Ungerboeck System International, LLC (00003090)			20.00
	01/31/26	Online CC fees Jan 2026				20.00
	107310	• Credit Card Fees	Online CC fees Jan 2026		20.00	
01/31/26			Wire Transfer Fintech (00003296)			27.29
	01/31/26	16596079				27.29
	107514	• F&B Credit Card & Banking Fees	Liquor payment processing fees		27.29	
01/31/26			Wire Transfer American Payment Solutions - APS (00002969)			114.09
	01/31/26	Jan 2026 CC fees TOYO				114.09
	107310	• Credit Card Fees	Jan 2026 CC fees TOYO		114.09	
01/30/26	28990	Auto Check	Ford Audio Service (00003049)			12,566.18
	01/30/26	3857	Sound System			12,566.18
	107401	• Outside Event Expense	Sound System		12,566.18	
01/30/26	28991	Auto Check	RiverSide Dave, LLC (00002930)			2,178.00
	01/30/26	1263	Lighting System			2,178.00
	107401	• Outside Event Expense	Lighting System		2,178.00	
01/30/26	28992	Auto Check	Spotlight Productions LLC (00003467)			2,176.00
	01/30/26	1888	Spotlights			2,176.00
	107401	• Outside Event Expense	Spotlights		2,176.00	
01/30/26	28993	Auto Check	Trade Show Supply House, Inc (00002806)			16,646.40
	01/30/26	5526	Pipe/Drape - Potato			16,646.40
	107410	• Event Rental Equipment	Pipe/Drape - Potato 2026		16,646.40	
01/30/26	28994	Auto Check	JK Music Services (00004564)			744.60
	01/30/26	1/23/26 TC Event 2/1/26	1/23/26 TC Event 2/1/26			744.60
	107410	• Event Rental Equipment	TC 2/1/26 Event		744.60	
					Total Paid Toyota Center Operating:	275,848.33

[TOYO Sterling Box Office Account](#)

01/31/26			Wire Transfer AMERICAN EXPRESS (00003298)			73.78
	01/31/26	Box office CC fees Jan 2026				73.78
	107310	• Credit Card Fees	Box office CC fees Jan 2026			

Total Paid Toyota Center Box Office: 73.78

Total Paid Toyota Center COMBINED: 275,922.11

I, Jessica Platt, Finance Director, do hereby certify that the merchandise or services hereinbefore specified have been received, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation and that the vouchers listed above are approved for payment this day.



Jessica Platt, Finance Director

The payments on this claims roster are comprised of the following:

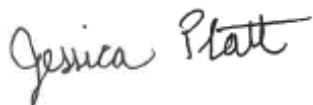
Check numbers 28916-28994	\$	205,748.68
Electronic transfers - Operations		70,099.65
Electronic transfers - Box Office		<u>73.78</u>
Total	\$	<u>275,922.11</u>

Exceptions:

**COLUMBIA PARK GOLF COURSE FUND
CHECK REGISTER
JANUARY 2026**

<u>Check Number</u>	<u>Vendor Check Name</u>	<u>Check Date</u>	<u>Amount</u>	<u>Type</u>
325	ANGIE KELMACH	1/1/2026	100.00	Check
3001	COLUMBIA POINT GOLF COURSE	1/13/2026	384.60	Check
3002	COURSECO, INC	1/13/2026	3,717.61	Check
3003	LEVEL ACCESS, INC.	1/13/2026	529.20	Check
3004	NORTHWEST GOLF CARS	1/13/2026	11,357.51	Check
3005	TOTAL E INTEGRATED INC.	1/20/2026	438.00	Check
3006	YELP	1/21/2026	40.00	Check
3007	CASTLE ROCK SOLUTIONS, INC.	1/27/2026	122.90	Check
3008	CINTAS CORPORATION	1/27/2026	142.86	Check
3009	FOREUP GOLF SOFTWARE	1/27/2026	541.30	Check
3010	KENNEWICK GOLF CORPORATION	1/27/2026	5,579.82	Check
NATIONWIDE 012026	NATIONWIDE	1/2/2026	627.33	EFT
WA DOR 0050509321	DEPARTMENT OF REVENUE	1/26/2026	2,681.78	EFT
5199689	ADP TOTAL SOURCE (AUTOPAY)	1/2/2026	2,258.07	EFT
Paid by ACH	ADP TOTAL SOURCE (AUTOPAY)	1/8/2026	5,574.58	EFT
Paid by ACH	ADP TOTAL SOURCE (AUTOPAY)	1/22/2026	5,880.67	EFT
Paid by ACH	ELAN (MONTHLY CREDIT CARD CHGS)	1/31/2026	1,261.00	EFT
Bank Deduction	MERCHANT SERVICES	1/1/2026	520.47	EFT
Bank Deduction	US Bank	1/15/2026	39.14	EFT
			<u>\$ 41,796.84</u>	

I, Jessica Platt, Finance Director, do hereby certify that the merchandise or services hereinbefore specified have been received, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation and that the vouchers listed above are approved for payment this day.



Jessica Platt, Finance Director

The payments on this claims roster are comprised of the following:

Check numbers: 325 and 3001-3010	\$ 22,953.80
Electronic transfers	\$ 18,843.04
Total	<u><u>\$ 41,796.84</u></u>

Exceptions:

<u>Check Number</u>	<u>Vendor Check Name</u>	<u>Check Dated</u>	<u>Amount</u>	<u>Debit</u>	<u>Credit</u>
325	ANGIE KELMACH PAY PURCH	1/1/2026 20005-000-244-00 58400-060-244-00	ACCOUNTS PAYABLE - GP EQUIPMENT OUTSIDE REPAIRS	\$100.00 \$100.00	\$100.00
3001	COLUMBIA POINT GOLF COURSE PAY PURCH PURCH	12/1/2025 20005-000-244-00 50100-080-244-00 50100-060-244-00	ACCOUNTS PAYABLE - GP SALARIES SALARIES	\$384.60 \$192.30 \$192.30	\$384.60
3002	COURSECO, INC. PAY PURCH PURCH PURCH	12/1/2025 20005-000-244-00 51500-080-244-00 51500-060-244-00 53100-080-244-00 52500-080-244-00	ACCOUNTS PAYABLE - GP TRAVEL LODGING & ENTERTAINMENT TRAVEL LODGING & ENTERTAINMENT ADVERTISING & MARKETING OFFICE SUPPLIES	\$3,717.61 \$1,462.68 \$1,462.67 \$524.39 267.87	\$3,717.61
3003	LEVEL ACCESS PAY PURCH	12/1/2025 20005-000-244-00 53100-080-244-00	ACCOUNTS PAYABLE - GP ADVERTISING & MARKETING	\$529.20 \$529.20	\$529.20
3004	NORTHWEST GOLF CARS PAY PURCH PURCH	12/1/2025 20005-000-244-00 54600-050-244-00 54900-050-244-00	ACCOUNTS PAYABLE - GP MINOR FF&E REPAIR GOLF CART OUTSIDE LABOR	\$11,357.51 \$10,227.20 \$1,130.31	\$11,357.51
3005	TOTAL E INTEGRATED INC. PAY PURCH	12/16/2025 20005-000-244-00 51900-050-244-00	ACCOUNTS PAYABLE - GP CONTRACT SERVICES	\$438.00 \$438.00	\$438.00
3006	YELP PAY PURCH	12/16/2025 20005-000-244-00 53100-080-244-00	ACCOUNTS PAYABLE - GP ADVERTISING & MARKETING	\$40.00 \$40.00	\$40.00
3007	CASTLE ROCK SOLUTIONS, INC. PAY PURCH	12/16/2025 20005-000-244-00 51900-080-244-00	ACCOUNTS PAYABLE - GP CONTRACT SERVICES	\$122.90 \$122.90	\$122.90
3008	CINTAS PAY PURCH PURCH	12/31/2025 20005-000-244-00 51900-060-244-00 51900-080-244-00	ACCOUNTS PAYABLE - GP CONTRACT SERVICES CONTRACT SERVICES	\$142.86 \$44.28 \$98.58	\$142.86
3009	FOREUP GOLF SOFTWARE PAY PURCH	12/31/2025 20005-000-244-00 51900-050-244-00	ACCOUNTS PAYABLE - GP CONTRACT SERVICES	\$541.30 \$541.30	\$541.30
3010	KENNEWICK GOLF CORPORATION PAY PURCH PURCH	12/31/2025 20005-000-244-00 59600-080-244-00 59610-080-244-00	ACCOUNTS PAYABLE - GP ACCOUNTING FEES MANAGEMENT FEE	\$5,579.82 \$1,395.65 \$4,184.17	\$5,579.82
5199689	ADP TOTAL SOURCE (AUTOPAY) PAY PURCH PURCH	1/2/2026 20005-000-244-00 50800-050-244-00 50800-060-244-00	ACCOUNTS PAYABLE - GP HEALTH BENEFITS HEALTH BENEFITS	\$2,258.07 \$685.57 \$1,572.50	\$2,258.07
WA DOR 0050509321	WASHINGTON STATE DEPARTMENT OF REVENUE PAY PURCH PURCH	12/26/2025 20005-000-244-00 20300-000-244-00 91101-000-244-00	ACCOUNTS PAYABLE - GP SALES TAX PAYABLE OTHER STATE TAX	\$2,681.78 \$2,368.82 \$312.96	\$2,681.78
NATIONWIDE 0126	NATIONWIDE PAY PURCH	1/1/2026 20005-000-244-00 18400-000-244-00	ACCOUNTS PAYABLE - GP PREPAID GEN LIAB INS	\$627.33 \$627.33	\$627.33
Paid by ACH	ADP TOTAL SOURCE (AUTOPAY) PAY PURCH PURCH PURCH PURCH PURCH PURCH PURCH PURCH	1/8/2026 50000-000-244-00 50200-050-244-00 50200-060-244-00 50800-050-244-00 50800-060-244-00 50950-050-244-00 50950-060-244-00 50950-080-244-00 52100-050-244-00	TEMPORARY ACCT HOURLY WAGES HOURLY WAGES HEALTH BENEFITS HEALTH BENEFITS COMBINED ADMIN, TAXES, W/C COMBINED ADMIN, TAXES, W/C COMBINED ADMIN, TAXES, W/C CELL PHONE	\$5,574.58 \$3,147.01 \$2,055.95 \$226.66 \$302.44 \$523.25 \$327.67 \$22.11 \$27.69	\$5,574.58
Paid by ACH	ADP TOTAL SOURCE (AUTOPAY) PAY	1/22/2026 50000-000-244-00	TEMPORARY ACCT	\$5,880.67	\$5,880.67

	PURCH	48100-050-244-00	INSTRUCTION	\$47.77	
	PURCH	50200-050-244-00	HOURLY WAGES	\$3,271.85	
	PURCH	50200-060-244-00	HOURLY WAGES	\$2,131.07	
	PURCH	50400-050-244-00	SALES COMMISSIONS		
	PURCH	50800-050-244-00	HEALTH BENEFITS		\$226.66
	PURCH	50800-060-244-00	HEALTH BENEFITS		\$302.44
	PURCH	50950-050-244-00	COMBINED ADMIN, TAXES, W/C	\$569.95	
	PURCH	50950-060-244-00	COMBINED ADMIN, TAXES, W/C	\$337.97	
	PURCH	50950-080-244-00	COMBINED ADMIN, TAXES, W/C	\$23.47	
	PURCH	52100-050-244-00	CELL PHONE	\$27.69	
Paid by ACH	ELAN (MONTHLY CREDIT CARD CHARGES)	1/31/2026		\$1,261.00	
	PAY	50000-000-244-00	TEMPORARY ACCT		\$1,261.00
	PURCH	47150-050-244-00	COGS MERCHANDISE	\$8.13	
	PURCH	49150-070-244-00	COGS - PACKAGED FOOD	\$45.48	
	PURCH	51350-080-244-00	SAFETY SUPPLIES	\$58.52	
	PURCH	51600-050-244-00	MEALS	\$33.18	
	PURCH	51900-060-244-00	CONTRACT SERVICES	\$74.14	
	PURCH	51900-080-244-00	CONTRACT SERVICES	\$99.36	
	PURCH	52150-080-244-00	INTERNET/CABLE	\$61.60	
	PURCH	52300-060-244-00	GARBAGE & DEBRIS REMOVAL	\$126.50	
	PURCH	52500-080-244-00	OFFICE SUPPLIES	\$61.94	
	PURCH	52800-080-244-00	SUBSCRIPTIONS & PUBLICATIONS	\$9.34	
	PURCH	52900-080-244-00	PRINTING	\$114.25	
	PURCH	53100-080-244-00	ADVERTISING & MARKETING	\$91.83	
	PURCH	53200-080-244-00	PROMO & ENTERTAINMENT	\$5.00	
	PURCH	54600-080-244-00	MINOR FF&E	\$61.34	
	PURCH	58100-060-244-00	EQUIPMENT PARTS	\$410.39	
Bank Deduction	MERCHANT SERVICES	1/1/2026		\$520.47	
	PAY	10420-000-244-00	OPERATING CHECKING ACCT - US Bank		\$520.47
	PURCH	54000-080-244-00	BANK CHARGES	\$520.47	
Bank Deduction	US Bank	1/15/2025		\$39.14	
	PAY	10420-000-244-00	OPERATING CHECKING ACCT - US Bank		\$39.14
	PURCH	54000-080-244-00	BANK CHARGES	\$39.14	

Payroll Roster for Pay Period Ending 02/15/2026

All Departments:

	73,091.10
Building Safety	7,695.79
City Attorney	31,774.93
City Council	5,316.00
City Manager	13,516.08
Community Planning	21,063.22
Engineering	68,373.58
Finance	63,987.47
Fire	125,760.11
Management Services	85,751.95
Non-Departmental	2,856.43
Parks, Recreation & Facilities	99,420.36
Police	606,802.13
	1,205,409.15
Subtotal - General Fund	
	3,735.81
BI-PIN	21,848.17
Building Safety	57,570.28
Criminal Justice	99,848.53
Equipment Rental	15,155.53
Management Services	4,141.39
Medical Services	549,626.24
Stormwater	27,379.18
Street	47,970.97
Water & Sewer	180,565.91
	1,007,842.01
Subtotal - Other Funds	
Total Salaries and Wages	2,213,251.16

Benefits


Dental Insurance	27,497.28
DRS Retirement	118,838.06
Employee Assistance Program	28.98
Life Insurance	5,799.13
Long-Term Disability Insurance	6,839.41
Medical Expense Reimbursement Plan	3,600.00
Medical Insurance	414,739.19
Medicare	31,414.27
MissionSquare Deferred Compensation	98,190.20
Social Security (OASDI)	97,276.76
Vision Insurance	3,688.23
WA Paid Family & Medical Leave	6,876.01
Worker's Compensation Insurance	84,338.31
	899,125.83
Total Benefits	
Grand Total	\$3,112,376.99

I, Jessica Platt, Finance Director, at the direction of the Council, do hereby certify that the Payroll hereinabove specified is approved for payment in the amount of \$3,112,376.99 comprised of check numbers 78445 through 78469 and direct deposit numbers 244097 through 244570.

Approved for payment:



 Jessica Platt, Finance Director

Council Agenda Coversheet 	Item Number: 4.g.	Date: 3/3/2026	Category: Consent Agenda
	Item Type: General Business Item	Subject: Equipment: IT Hardware Purchase Funding Authorization	
Department: City Manager			

Recommendation

Staff recommends Council approve the acceleration of the capital purchases, including MDT's and server hardware to the 2026 budget year from 2027/2028 budget cycle.

Motion for Consideration

Motion to authorize the City Manager to execute purchase orders for Mobile Data Terminals (MDT's) and server hardware for the City's data center, incorporating approval for future budget amendments to move approximately \$600,000 of capital funding forward to the 2026 fiscal year to cover these purchase orders.

Summary

Please see attached memo for additional information and request

Alternatives

Council may delay procurement to the originally scheduled 2027-2028 cycle. However, this approach introduces elevated risk of hardware cost escalation, extended vendor lead times, reduced purchasing power, and potential service continuity disruption for public safety and core municipal operations.

Fiscal Impact

This request does not increase the total project budget, expand project scope, or require new debt issuance. Funds will be reallocated from the forecasted 2027–2028 CIP into FY2026. If approved by Council, this item will be included in the next proposed budget adjustment currently anticipated on March 17, 2026.

Attachments:

1. Staff Report
2. CompuNet Quote
3. Dell Quote



City of Kennewick

Memorandum

To: City Manager, Mayor and City Council

From: Tracy Troutman, IT Manager

Date: February 24, 2026

Subject: Budget Adjustment Request –Capital Hardware Procurement Acceleration (2026)

Executive Summary

The Information Technology Department requests authorization to accelerate \$600,000 in projected Capital Improvement Plan (CIP) hardware purchases from the 2027–2028 CIP forecast into FY2026.

In October of 2025, the IT department identified key replacements for the 2027-2028 budget cycle. Specific high-cost items were identified and recommended for CIP planning specifically:

- MDTs for Public Safety (both Police and Fire)
- Server hardware for the City’s local data center

These equipment items are forecasted as end-of-life replacements for CIP replacement, with warranties that will expire in the 2027-2028 budget cycle.

This is not a request for additional funding forecasted in the CIP, but a timing adjustment for the forecasted CIP budget to mitigate market volatility affecting memory, storage, and server infrastructure pricing. Approval of this request would allow the City Manager to authorize defined purchase orders for the MDTs and server hardware in 2026 that would already be reflected in the 2027-2028 CIP forecast.

Industry conditions—including constrained global DRAM supply, increased hyperscale data-center expansion, and accelerated AI infrastructure demand—are creating upward pressure on hardware pricing and availability. The major vendors in the market are all facing existing global supply chain shortages that started this year and are forecasted to continue through 2028 and potentially beyond. Primary market vendors (Dell, HP, Asus, Cisco, etc.) are already facing industry shortages in specific compute components, and our vendors are altering prices due to the impacts.

EMAIL Tracy.Troutman@ci.kennewick.wa.us **PHONE** (509) 585-4596

ADDRESS 210 W 6th Ave. Kennewick, WA 99336 • PO Box 6108

WEBSITE go2kennewick.com



Advancing procurement to 2026 is expected to:	Hardware refresh cycles are intentionally planned within the CIP to maintain:	Delaying procurement into 2027–2028 introduces:
<ul style="list-style-type: none"> • Avoid/Reduce projected cost escalation already being seen in the hardware market • Reduce supply chain and lead-time risk • Protect mission-critical systems (public safety, finance, utilities) • Preserve purchasing power within the existing CIP allocation 	<ul style="list-style-type: none"> • System reliability • Vendor support warranties • Security patch compliance • Regulatory compliance alignment for sensitive data record storage 	<ul style="list-style-type: none"> • Increased risk of hardware cost escalation • Extended vendor lead time for components and hardware • Reduced purchasing power • Potential service continuity risks

Background: Industry Conditions Driving Cost Volatility

Large-scale AI data center construction—commonly referred to in the industry as “Stargate” style buildouts—reflects the accelerated infrastructure expansion by AI and cloud providers such as OpenAI, Microsoft, Amazon Web Services, and Google.

These hyperscale deployments:

- Consume large quantities of DRAM, GPUs, storage controllers, and high-performance networking
- Reduce available supply in traditional enterprise channels
- Increase vendor lead times for municipal-grade infrastructure
- Create pricing instability in core server components

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- While Kennewick does not operate hyperscale infrastructure, our enterprise systems rely on the same supply chain components that are being purchased faster than they are being created.
- Reduced enterprise memory supply increases pricing volatility and are extending receiving timelines.

Financial Rationale

Current CIP Status

- Funds are **already forecasted for CIP for 2027/2028.**
- No increase in total project budget if we purchase in Q1 2026.
- No new debt issuance required.
- No change in scope for the hardware forecasted to be replaced.

Why Accelerate Now?

Industry forecasts indicate:

- DRAM price increases projected in upcoming production cycles
- Continued AI-driven infrastructure demand projected to persist through 2028
- Price volatility from 20% -500% for hardware is currently happening globally, and forecasted for another 24 months

By procuring in 2026:

- We lock in current pricing
- Avoid future inflationary impacts
- Reduce exposure to supply-chain delays

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- Protect taxpayer investment

Even a conservative 10% increase across \$600,000 would equate to **\$60,000 in avoidable cost escalation.**

Risk Assessment

Risk	If delayed to 2027–2028	If procured in 2026
Hardware Cost	High cost escalation	Locked pricing
Lead Times	Extended delays due to shortages	Predictable
Vendor Support	Increased end-of-life exposure	Maintained support
Security Posture	Greater lifecycle risk	Strengthened
Operational Stability	Increased failure risk	Stabilized

Conclusion

The requested \$600,000 budget adjustment represents a proactive, financially prudent decision to protect the City’s infrastructure investments against market volatility driven by global memory constraints and large-scale AI data center expansion.

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This request:

- Does **not** increase total spending
- Does **not** expand project scope
- Does **not** introduce new debt
- **Does** reduce short term and long-term cost exposure
- **Does** preserve operational continuity

We respectfully request Council approval to adjust the budget and future budget adjustments to meet revised procurement timelines to avoid industry cost escalation and authorize acquisition of CIP hardware forecasted for 2027/2028 in FY2026.



Tracy Troutman

IT Manager

O: 509.585.4596

Tracy.Troutman@ci.kennewick.wa.us

210 W 6th Ave Kennewick WA 99336

EMAIL Tracy.Troutman@ci.kennewick.wa.us **PHONE** (509) 585-4596

ADDRESS 210 W 6th Ave. Kennewick, WA 99336 • PO Box 6108

WEBSITE go2kennewick.com

Dell Hyper-V Host - Quantity 5

Contract Information

All, OMNIA , R250302 (CNET)

Quote Information:

Quote #: **MF286705**

Version: 1

Quote Date: 02/23/2026

Expiration Date: 03/06/2026

Prepared for:

City of Kennewick

Tracy Troutman

5095854596

tracy.troutman@ci.kennewick.wa.us

Bill To:

City of Kennewick

Accounts Payable

PO Box 6108

Kennewick, WA 99336
 AP@ci.kennewick.wa.us

Ship To:

City of Kennewick

Tracy Troutman

210 W 6th Ave

Kennewick, WA 99336

Dell

Manufacturer Part Number	Product Details	Qty	List Price	Price	Ext. Price
210-BNZH	PowerEdge R670 Server - Estimated delivery if purchased today: June 4, 2026	5	\$189,781.14	\$58,832.15	\$294,160.75
				Subtotal:	\$294,160.75

Dell Details

Manufacturer Part Number	Product Details	Qty	List Price	Price	Ext. Price
	PowerEdge R670 Server			1	
	2.5" Chassis with up to 8 SAS4/SATA Drives, Smart Flow, Front PERC 12(H965i)			1	
	Intel Xeon 6 Performance 6724P 3.6G, 16C/32T, 24GT/s, 72M Cache, Turbo, (210W) DDR5-6400			1	
	Intel Xeon 6 Performance 6724P 3.6G, 16C/32T, 24GT/s, 72M Cache, Turbo, (210W) DDR5-6400			1	
	Additional Processor Selected			1	
	Heatsink for 2 CPU configuration (CPU less than 225W)			1	
	Performance Optimized			1	
	6400MT/s RDIMMs			1	
	RAID 1			1	
	PERC H965i Controller, Front, DCMHS			1	
	Performance BIOS Settings			1	
	UEFI BIOS Boot Mode with GPT Partition			1	
	PowerEdge 1U High Performance Silver Fan			1	
	Dual,Redundant(1+1),Hot-PlugMHS PowerSupply,1100WMM(100-240Vac)			1	
	Riser Config 6, Rear 2x16 LP Slots (Gen5), 1x16 OCP, 1x8/x16 OCP Hot Aisle			1	
	PowerEdge R670 Motherboard for RTS 1.2, ROW			1	
	Rear Filler Blank for BOSS/OCP			1	
	No Cables Required			1	

Dell Details

Manufacturer Part Number	Product Details	Qty	List Price	Price	Ext. Price
	No Bezel			1	
	Dell Luggage Tag for x8 and x10 Chassis			1	
	Rear Filler Blank for BOSS/OCP			1	
	No Operating System			1	
	No Media Required			1	
	Secure Enterprise Key Manager License 3.0			1	
	Secured Component Verification			1	
	iDRAC10, Enterprise 17G			1	
	Dell Connectivity Client - Disabled			1	
	Dell Connectivity Module 17G			1	
	Dell Secure Onboarding Client 17G - Disabled			1	
	Blank Left Ear Module			1	
	iDRAC Factory Generated Password for OCP cards			1	
	Cable Management Arm			1	
	ReadyRails Sliding Rails (A15)			1	
	PowerEdge Shipping			1	
	PowerEdge R670 Shipping			1	
	PowerEdge 1U Shipping Material			1	
	PowerEdge CCC, No CE Label Marking			1	
	Dell Hardware Limited Warranty Plus Onsite Service			1	
	ProSupport Next Business Day Onsite Service After Problem Diagnosis 5 Years			1	
	ProSupport 7x24 Technical Support and Assistance 5 Years			1	
	Dell ProSupport. For tech support, visit //www.dell.com/support or call 1-800- 945-3355			1	
	Keep your Hard Drive For Enterprise 5 Years			1	
	On-Site Installation Declined			1	
	32GB RDIMM, 6400MT/s, Dual Rank			32	
	480GB SSD SATA Mixed Use 6Gbps 512e 2.5in Hot-plug AG Drive, 3 DWPD			2	
	C13 to C14, PDU Style, 12 AMP, 6.5 Feet (2m) Power Cord, North America			2	
	Broadcom 57504 Quad Port 10/25GbE, SFP28, OCP 3.0 NIC			1	
	Marvell QLE2772 Dual Port Fibre Channel 32Gbps HBA Adapter, PCIe Low Profile +Sec			1	

Shipping

Product Description	Quantity	Price	Ext. Price
Ground Shipping To Be Determined, Billed As Actual	1	\$0.00	\$0.00

Quote Summary

Description	Amount
Dell	\$294,160.75
Total:	\$294,160.75

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel any order arising from pricing or other errors. If Customer is purchasing a subscription-based product, Customer agrees to pay all charges for the complete term of the subscription. By signing below or issuing a Purchase Order, Customer agrees to CompuNet's standard terms and conditions, which can be reviewed at <https://compunet.biz/terms-and-conditions/>, provided, that if Customer and CompuNet are parties to a currently effective Master Product Purchase and Services Agreement (MSA), the terms and conditions of such MSA shall control and shall supersede these standard terms and conditions. Your electronic signature, per the Electronic Signature Act, is considered equivalent to your signed and faxed signature, and allows you to accept and place your order. This Quote becomes binding and noncancelable upon Customer's return to CompuNet of acceptance.. You are NOT required to electronically sign your order, you may fax or email your signed proposal to your Account Executive.

All pricing in this quote reflects manufacturer and distributor costs as available at the time of issuance. Please note that products containing memory are subject to market-driven price adjustments, and vendors may update pricing up to the point of shipment. The pricing in this quote will be subject to adjustment for any price increase from the vendor after the point of quote issuance to the point of shipment. A purchase order issued in response to this quote will be subject to adjustment for any price increase from the vendor after the time of quote issuance to the point of shipment.

While quoted prices are not guaranteed until your order is confirmed and invoiced by the vendor, CompuNet is committed to working for its customers to receive fair and competitive pricing, even during a time of market volatility. To the extent permitted by the vendor, we will offer the opportunity to cancel an order prior to shipment if updated pricing does not match the customer's budget.

This quote may be accepted by signature of Customer's authorized representative below. **If Customer intends to accept this quote by issuance of a purchase order, it must include the following language:**

Customer acknowledges and agrees: (a) that the pricing in this purchase order reflects the manufacturer or distributor cost available to CompuNet at the time of issuance; (b) that the vendor of the products listed in this purchase order may update pricing up to the point of shipment; and (b) that this purchase order will be subject to pricing adjustment by CompuNet to reflect any price increase from the vendor up to the point of shipment and invoicing by the vendor. The foregoing sentence shall control over any conflicting terms or conditions between Customer and CompuNet, or any conflicting provision of an existing master agreement between Customer and CompuNet.

A Purchase Order not including the foregoing language will not constitute an acceptance and is rejected.

The undersigned representative of Customer represents and warrants that he or she is an authorized signatory of Customer, with authority to bind Customer to and accept this Quote, and that upon acceptance this Quote will be the binding obligation of Customer without the need for any additional permission or consent.

City of Kennewick

Signature: _____

Name: _____

Title: _____

Date: _____

PO Number: _____



Your quote is ready for purchase.

Complete the purchase of your personalized quote through our secure online checkout before the quote expires on **Mar. 13, 2026**.

You can download a copy of this quote during checkout.

[Place your order](#)

Quote Name:	KPD-MDT- Replacement	Sales Rep Charles Anglin
Quote No.	3000199692023.1	Phone 1(800) 4563355, 6180469
Total	\$246,778.22	Email Charles.Anglin@dell.com
Customer #	1293341	Billing To JON CORREIO
Quoted On	Feb. 26, 2026	CITY OF KENNEWICK
Expires by	Mar. 13, 2026	PO BOX 6108
Contract Name	Dell NASPO Computer Equipment PA - Washington	KENNEWICK, WA 99336- 0108
Contract Code	C000001119005	
Customer Agreement #	23026 / 05820	

Message from your Sales Rep

Please use the Order button to securely place the order with your preferred payment method online. You may contact your Dell sales team if you have any questions. Thank you for shopping with Dell.

Regards,
Charles Anglin

Product	Unit Price	Quantity	Subtotal
Dell Pro Rugged 14 RB14250	\$2,984.45	76	\$226,818.20
Subtotal:			\$226,818.20
Shipping:			\$0.00
Estimated Tax:			\$19,960.02
Total:			\$246,778.22

Special pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.



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Shipping Group Details

Shipping To	Shipping Method
ANTHONY WRIGHT CITY OF KENNEWICK 210 W 6TH AVE	Standard Delivery

KENNEWICK, WA 99336-5649
(509) 585-4326

	Unit Price	Quantity	Subtotal
Dell Pro Rugged 14 RB14250	\$2,984.45	76	\$226,818.20

Estimated delivery if purchased today:
Mar. 18, 2026

Contract # C000001119005

Customer Agreement # 23026 / 05820

Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro Rugged, RB14250 XCTO	210-BNNG -		76	-
Intel(R) Core(TM) Ultra 7 165U (12 MB cache, 12 cores, up to 4.90 GHz, 15W)	379-BFTJ -		76	-
Windows 11 Pro	619-BBQD -		76	-
Intel R Core TM Ultra 7 165U (12 MB cache, 12 cores, up to 4.90 GHz, 15W), Intel Integrated Graphics	338-CQVH -		76	-
16GB: 2 X 8GB, DDR5, 5600, Non-ECC, SoDIMM	370-BCGC -		76	-
512GB PCIe NVMe 2230 SSD	400-BSFN -		76	-
14" Touch, FHD 1920x1080, 60Hz, WVA, Anti-Glare, 1100nit, Low Blue Light, IR camera, Passive Pen	391-BJNQ -		76	-
FHD HDR IR Camera + Microphone, Touch Display, WLAN/WWAN/GPS antenna	319-BBLD -		76	-

5G Qualcomm (R) Snapdragon (TM) X62 Global 5G (DW5932e), eSIM capable, Verizon	556-BFRP -	76	-
Intel® Wi-Fi 7 BE200, 2x2, 802.11ax, MU- MIMO, Bluetooth® 5.4 wireless card	555-BLHX -	76	-
Wireless Intel BE200 WLAN Driver	555-BLJF -	76	-
Core Ultra 7 non-vPro CPU Label, Gen 14th	389-FJDZ -	76	-
English US Rugged RGB Single Point backlit Copilot key keyboard	583-BMJG -	76	-
No Fingerprint reader, no Smartcard reader	346-BLBK -	76	-
65W AC adapter, USB Type-C	492-BDTG -	76	-
E4 C5 black Power Cord 1M, US	470-BCRH -	76	-
Primary 3 Cell 53.5 Whr Long-lifecycle Battery, 3-year warranty	389-FJFF -	76	-
Additional 3 Cell 53.5 Whr Long-lifecycle Battery, 3-year warranty	389-FJFD -	76	-
Service and Support Guide MUI for DAO (English, French, Multi)	340-DSGW-	76	-
Quick setup guide, WW	340-DRXV -	76	-
No Resource USB Media	430-XYPF -	76	-
ME Disable - Manageability	631-BBYT -	76	-
ENERGY STAR Qualified	387-BBLW -	76	-

EPEAT Gold with Climate+	379-BFWZ -	76	-
Dedicated u-blox NEO-M9N GPS Card	540-BFLV -	76	-
Mix Shipment, Dell Pro Rugged 14 RB14250	340-DSCG -	76	-
Standard Shipment, VS	800-BBZV -	76	-
English, French, Spanish, Brazilian Portuguese	619-BBPD -	76	-
Additional TBT-4/Type-C port	325-BFXV -	76	-
Additional rear USB 3.2 Type-A port	590-TFPW -	76	-
Intel Responsiveness Technologies Driver	409-BCYL -	76	-
Rigid Handle	750-BBMM-	76	-
Custom Configuration	817-BBBB -	76	-
Docking POGO connector with Antenna Passthru, WLAN+WWAN+GPS antenna	452-BDZH -	76	-
ProSupport Plus: Next Business Day Onsite, 2 Years Extended	713-0298 -	76	-
ProSupport Plus: Next Business Day Onsite, 3 Years	713-0299 -	76	-
Dell Limited Hardware Warranty Initial Year	713-0305 -	76	-
ProSupport Plus: Accidental Damage Service, 5 Years	713-0326 -	76	-

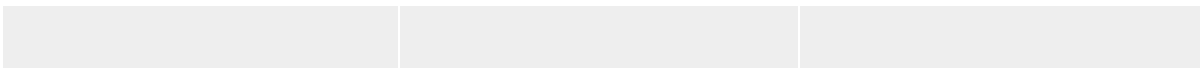
ProSupport Plus: Keep Your Hard Drive, 5 Years	713-0327 -	76	-
ProSupport Plus: 7X24 Technical Support, 5 Years	713-0337 -	76	-
Dell Limited Hardware Warranty Extended Year(s)	975-3461 -	76	-
Thank you for choosing Dell ProSupport Plus. For tech support, visit www.dell.com/contactdell or call 1-866-516-3115	997-8367 -	76	-
Activate Your Microsoft 365 For A 30 Day Trial	658-BCSB -	76	-
Dell Additional Software	634-CVYV -	76	-
No Additional Software	658-BFOH -	76	-

Subtotal:	\$226,818.20
Shipping:	\$0.00
Estimated Tax:	\$19,960.02
Total:	\$246,778.22

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This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote (“Supplier”) and the entity to whom this Quote was issued (“Customer”). Unless otherwise stated herein, pricing is valid for Fourteen days from the date of this Quote. All products, pricing, and other information are based on the latest information available and are subject to change for any reason, including but not

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Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dell.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

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In case of Financing only: If Customer intends to enter into a financing arrangement (“Financing Agreement”) for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier (“FS”), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer’s use (and Customer’s resale of and the end-user’s use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier’s compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer’s invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

Council Agenda Coversheet 	Item Number:	5.a.	Date:	3/3/2026	Category: Ordinance
	Item Type:	Ordinance			
	Subject:	Ordinance: Amending KMC Title 18.12.010, Permitted Uses in the Urban Mixed-Use (UMU) Zone (DCA-2025-0006)			
	Department:	Community Planning			
	Ordinance #:		Permit #:	DCA-2025-0006	

Recommendation

Planning Commission Recommendation: The Planning Commission recommends Council concur with the alternative findings and conclusions presented and approve Development Code Amendment, DCA-2025-0006; the proposed ordinance aligns with the Planning Commission recommendation.

Staff Recommendation: Staff recommends Council remand the matter back to the Planning Commission to consider an amendment of KMC 18.15.010.

Motion for Consideration

Option One: Motion to adopt the ordinance as presented.

Option Two: Motion to remand the matter back to the Planning Commission to consider amending KMC 18.15.010.

Summary

Background

The applicant's proposed amendment would allow vehicle sales, incidental repair and service as a permitted use in the Urban Mixed-Use Zone, other than the Vista Field Area.

The Planning Commission held a public hearing for the proposed amendment on February 2, 2026. At the hearing, staff recommended denial of the amendment based on the Bridge-to-Bridge/River-to-Rail Revitalization (BBRR) Plan and the comprehensive plan. The applicants and their representative provided testimony that justified the proposed amendment based on the comprehensive plan. In their opinion, the BBRR Plan is not being implemented by the public or the City. They believe it is time to allow additional uses, and possibly amend the plan.

Two additional members of the public spoke in favor of/neutral to the proposed amendment. One member of the public requested that other existing non-conforming businesses be allowed to expand. No testimony was submitted against the proposed amendment.

The Planning Commission voted unanimously, 5-0, to recommend approval to Council. One Planning Commissioner recused himself from the hearing.

Staff Recommendation

It is the opinion of staff that the proposed amendment does not promote the mixed-use and pedestrian-friendly type of development that is described in the BBRR Plan. As a result of the testimony that was given, staff is proposing to amend KMC 18.15.010 as an alternative to the applicant's proposal.

KMC 18.15.010 could be amended to state "Any lawful use, including those allowed by permit but not yet completed at the time of a zone change or annexation, may be continued or completed, even though it does not conform with this Title and will be considered legal, nonconforming. An existing nonconforming use may be expanded in the UMU zone if the proposed expansion is not more intense or nonconforming, provided the nonconforming use has not been discontinued as per Section 18.15.020. Such a nonconforming use or structure must be certified by the Planning Department and be maintained and repaired as such in accord with all other applicable regulations, per the Kennewick Municipal Code and applicable building codes."

An amendment such as this would allow any successful legal nonconforming ("grandfathered") business, to expand in the UMU zone. The applicant's proposal would only allow the creation and expansion of new automobile dealers within the UMU zone and nonconforming businesses would remain subject to the 25%

expansion limitation. Staff views this approach as a compromise which allows the applicant to expand their business (which has already occurred) and offers the same benefit to other successful, nonconforming businesses so that they can flourish in place until such time that the market drives redevelopment of the lot consistent with the BBRR Plan.

Alternatives

Staff recommends Council remand the matter back to the Planning Commission to consider amending KMC 18.15.010: — Continuing Existing Nonconforming Uses or Structures as an alternative to KMC 18.12.010.

Fiscal Impact

N/A

Attachments:

1. Ordinance
2. Redline
3. Presentation
4. Staff Report
5. Exhibit 5
6. PC Findings & Conclusions
7. PC Action Summary
8. PC Draft Minutes

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO TABLE OF NON-RESIDENTIAL USES
AND AMENDING SECTION 18.12.010 B.1 OF THE KENNEWICK
MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1. Section 18.12.010. B.1 of the Kennewick Municipal Code, be, and the same hereby
is, amended to read as follows:

18.12.010 B.1: Table of Non-Residential Uses.

The following table list uses allowed by zone and the applicable City review process as
follows: Review Process I = Staff review, Review Process II = Conditional Use Permit. If a use
is listed with a blank, it shall be prohibited in that zone. For certain categories of uses, additional
requirements are also noted.

Nonresidential Uses	RS	RL	RM	RH	RMH	RTP	UMU	CN	CO	CBD	CC	CR	CAR	CG	CM	HMU	BP	IP	IL	IH	JF	PF	OS	
Academy							I		I		I	I		I			I							
Adult Entertainment (1) (See Title 18.12.030)																								
Adult Retail (1) (See Title 18.12.030)											II	II		II					II	II				
Agricultural Processing, heavy																				I				
Agricultural Processing, light																			I	I				
Airports and airfields																			I				I	
Alcoholic beverage sale (packaged)							I	I	I	I	I	I		I	I	I	I							
Accessory uses	I	I	I	I	I	I	I	I	I	I	I	I		I	I	I	I	I	I	I	I	I	I	I
Art Gallery							I	I	I	I	I	I		I	I	I	I							
Automobile-Oriented Uses (See Title 18.12.050)							I(6)	I			I	I	I	I	I									
Auto-Wrecking Yard																				I				

Event Center							I		II		I	I		I											
Gas stations							I(6)	I	II	I	I	I	I	I	I							I	I		
Golf Course											I												I	I	
Golf: driving range, miniature golf,							I				I	I		I	I										
Grocery stores							I	I	II	I	I	I		I											
Hardware stores							I	I		I	I	I		I											
Hazardous waste storage facilities - off site																							II		
Hazardous waste storage facilities - on site									II		II			II								II	II		
Health Facilities, see 18.12.080			I	I			I		I		I	I		I											
Hospitals and sanitariums (except animal clinics, hospitals)				I			I		I		I	I		I										I	
Hotels, motels and similar accommodations				I			I		I	II	I	I		I	I	I	I								
Industrial uses, heavy																							I		

Industrial uses, light																			I	I				
Junk (See Title 18.12.100)																								
Kennels (See Title 18.12.110)											I	I		I						I	I			
Laboratories for research and testing							I		I		I	I		I			I	I	I	I				
Library	II	II	II	II	II	II	I	II	I		I	I		I	I	II	I						I	I
Lock and gunsmiths							I	I		II	I	I		I		I								
Lumber yards														I						I	I			
Manufactured Housing Display Areas (See Title 18.12.120)												I	I		I					I	I			
Mini-storage				I								I	I		I					I	I			
Museums	II	II	II	II	II	II	I	II	I	I	I	I		I	I	II	I						I	I
Nursery												I	I		I									
Offices, including professional offices, agencies and services							I		I	I	I	I		I	I	I	I	I	I	I	I			

Outdoor commercial driving ranges											I												
Parking garages and lots							I			II		I	I	I									
Pawnshop														I									
Pet grooming							I	I	I	I	I	I		I		I							
Pharmacy, dispensing							I	I	I		I	I		I				I					
Photographic studios							I	I	I	I	I	I		I	I	I	I						
Plumbing shops and yards														I					I	I			
Printing, publishing and reproduction establishments							I		I	I	I	I		I				I					
Private gymnasiums, fitness centers, dance studios, body building, and martial arts, etc.							I		I		I	I		I				I					
Public/quasi-public facilities and services	II	II	II	II	II	II	II	II	II	II	II	II	II	II	II	II	II	II	II	II	II	II	II
Radio, television and small							I		I	I	I	I		I									

electronics repair and service																							
Radio, television broadcasting stations (excluding antenna)							I			II	I	I		I									
Rapid Charging Station	I	I	I	I	I		I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I
Recreational Vehicle Storage (See Note 4) (See Title 18.12.180)	I	I	I	I	I						I	I		I									
Recreational Vehicle Park																						I	I
Recycling, high intensity																		II	II			II	
Recycling, low intensity							I											I	I	I		I	
Repair shops (not auto)							I		II	I	I	I		I			I		I	I			
Restaurants							I	I	I	I	I	I	I	I			I	I	I				
Restaurants, fast food							I		II	I	I	I	I	I			I	I	I				
Retail stores not otherwise named in							I	I	II	I	I	I		I		I(1)	I(1)						

FOOTNOTE for Table 18.12.010 B.1 Non-Residential Use Table:

- (1) For HMU see limitations at Title 18.12.335.
- (2) For the Clearwater Master Plan Area and BP zoning districts see Title 18.12.340.
- (3) For Rental Equipment, all items must be contained within a completely enclosed building or screened from view by a sight-obscuring fence or wall.
- (4) Allowed in RS, RL, RM, RMH, and RTP only as part of a planned development or subdivision and only for the use by residents of the development consistent with Recreational Vehicle Storage provisions and limitations of the Kennewick Residential Design Standards KMC 18.75.
- (5) Winery Type B under 50,000 case annual production and located within a structure less than 20,000 square feet in size are allowed outright. The Conditional Use Process identified in Title 18.42.100 is applicable to Winery Type B uses exceeding either the 50,000 case annual production or 20,000-square-foot structure size threshold.
- (6) Not allowed in the Vista Field area.

(Ord. 26-_____ Sec. 1, 2026; Ord. 6043 Sec. 1, 2023; Ord. 5852 Sec. 1, 2020; Ord. 5748 Sec. 2, 2018; Ord. 5712 Sec. 3, 2017; Ord. 5670 Sec. 1, 2016; Ord. 5572 Sec. 1, 2014; Ord. 5542 Sec. 2, 2014; Ord. 5462 Sec. 4, 2012; Ord. 5434 Sec. 5, 2011; Ord. 5309 Sec. 10, 2010; Ord. 5262 Sec. 3, 2009; Ord. 5244 Sec. 3, 2008; Ord. 5204 Sec. 7, 2007; Ord. 5180 Sec. 1, 2007)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 3rd day of March, 2026.

Attest:

JASON R. MCSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO TABLE OF NON-RESIDENTIAL USES
AND AMENDING SECTION 18.12.010 B.1 OF THE KENNEWICK
MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1. Section 18.12.010. B.1 of the Kennewick Municipal Code, be, and the same hereby
is, amended to read as follows:

18.12.010 B.1: Table of Non-Residential Uses.

The following table list uses allowed by zone and the applicable City review process as
follows: Review Process I = Staff review, Review Process II = Conditional Use Permit. If a use
is listed with a blank, it shall be prohibited in that zone. For certain categories of uses, additional
requirements are also noted.

Nonresidential Uses	RS	RL	RM	RH	RMH	RTP	UMU	CN	CO	CBD	CC	CR	CAR	CG	CM	HMU	BP	IP	IL	IH	JF	PF	OS
Academy							I		I		I	I		I			I						
Adult Entertainment (1) (See Title 18.12.030)																							
Adult Retail (1) (See Title 18.12.030)											II	II		II					II	II			
Agricultural Processing, heavy																				I			
Agricultural Processing, light																			I	I			
Airports and airfields																			I			I	
Alcoholic beverage sale (packaged)							I	I	I	I	I	I		I	I	I	I						
Accessory uses	I	I	I	I	I	I	I	I	I	I	I	I		I	I	I	I	I	I	I	I	I	I
Art Gallery							I	I	I	I	I			I	I	I	I						
Automobile-Oriented Uses (See Title 18.12.050)							I(6)	I			I	I	I	I	I								

Business School																						
Bus stations and terminals																						
Car washes (See Title 18.12.050 and 18.12.055 if CN zone)							(6)															
Casino and/or Cardroom																						
Cemeteries																						
Clinics																						
Construction yards																						
Convenience stores																						
Correctional institutions																						
Distilleries, craft																						
Dry cleaners and laundries																						
Energy facilities																						
Equipment Rental																						
Espresso stands																						

Essential public facilities and utilities	II	II	II	II	II	II	II	II	II	II	II	II	II	II	II	II	II	II	II	II	II	II	II
Event Center							I		II		I	I	I	I									
Gas stations							II(6)	I	II	I	I	I	I	I	I				I	I			
Golf Course																						I	I
Golf: driving range, miniature golf,							I																
Grocery stores							I	I	II	I	I	I	I	I									
Hardware stores							I	I		I	I	I	I	I									
Hazardous waste storage facilities - off site																					II		
Hazardous waste storage facilities - on site									II		II			II						II	II		
Health Facilities, see 18.12.080			I	I			I	I			I	I			I								
Hospitals and sanitariums (except animal clinics, hospitals)				I					I		I	I			I								I

Hotels, motels and similar accommodations				I			I		I	II	I	I	I	I	I								
Industrial uses, heavy																		I					
Industrial uses, light																	I	I					
Junk (See Title 18.12.100)																							
Kennels (See Title 18.12.110)											I	I	I				I	I					
Laboratories for research and testing							I		I		I	I	I			I	I	I					
Library	II	II	II	II	II	II	I	II	I		I	I		I	I	II	I				I	I	
Lock and gunsmiths							I		I	II	I	I		I		I							
Lumber yards														I				I	I				
Manufactured Housing Display Areas (See Title 18.12.120)												I	I		I				I	I			
Mini-storage					I							I	I		I				I	I			
Museums	II	II	II	II	II	II	I	II	I	I	I	I		I	I	II	I					I	I

Nursery																					
Offices, including professional offices, agencies and services																					
Outdoor commercial driving ranges																					
Parking garages and lots																					
Pawnshop																					
Pet grooming																					
Pharmacy, dispensing																					
Photographic studios																					
Plumbing shops and yards																					
Printing, publishing and reproduction establishments																					
Private gymnasiums, fitness centers, dance studios, body																					

building, and martial arts, etc.																						
Public/quasi-public facilities and services																						
Radio, television and small electronics repair and service																						
Radio, television broadcasting stations (excluding antenna)																						
Rapid Charging Station																						
Recreational Vehicle Storage (See Note 4) (See Title 18.12.180)																						
Recreational Vehicle Park																						
Recycling, high intensity																						
Recycling, low intensity																						

Wineries Type B (See Title 18.12.305)							I(5)					II	II		II					II							
Wineries Type C (See Title 18.12.305)																				I							
Wireless Communication Facilities (See Title 18.12.310)																											

REDLINED

FOOTNOTE for Table 18.12.010 B.1 Non-Residential Use Table:

- (1) For HMU see limitations at Title 18.12.335.
- (2) For the Clearwater Master Plan Area and BP zoning districts see Title 18.12.340.
- (3) For Rental Equipment, all items must be contained within a completely enclosed building or screened from view by a sight-obscuring fence or wall.
- (4) Allowed in RS, RL, RM, RMH, and RTP only as part of a planned development or subdivision and only for the use by residents of the development consistent with Recreational Vehicle Storage provisions and limitations of the Kennewick Residential Design Standards KMC 18.75.
- (5) Winery Type B under 50,000 case annual production and located within a structure less than 20,000 square feet in size are allowed outright. The Conditional Use Process identified in Title 18.42.100 is applicable to Winery Type B uses exceeding either the 50,000 case annual production or 20,000-square-foot structure size threshold.
- (6) Not allowed in the Vista Field area.

(Ord. 26-_____ Sec. 1, 2026; Ord. 6043 Sec. 1, 2023; Ord. 5852 Sec. 1, 2020; Ord. 5748 Sec. 2, 2018; Ord. 5712 Sec. 3, 2017; Ord. 5670 Sec. 1, 2016; Ord. 5572 Sec. 1, 2014; Ord. 5542 Sec. 2, 2014; Ord. 5462 Sec. 4, 2012; Ord. 5434 Sec. 5, 2011; Ord. 5309 Sec. 10, 2010; Ord. 5262 Sec. 3, 2009; Ord. 5244 Sec. 3, 2008; Ord. 5204 Sec. 7, 2007; Ord. 5180 Sec. 1, 2007

Section 2. This ordinance shall be in full force and effect five (5) days from and after its passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 3rd day of March, 2026.

Attest:

JASON R. MCSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION: _____

ORDINANCE EFFECTIVE DATE: _____



Development Code Amendment

DCA-2025-0006

Application Summary

Applicant(s): Moe Nassar and Hary Mahal

Proposal: Amend Kennewick Municipal Code (KMC) Section 18.12.010 B.1 – Table of Non-Residential Uses, to allow vehicle sales, incidental repair and service as a permitted use in the Urban Mixed-Use Zone (UMU). Additionally, the applicant has proposed to not allow the use to be permitted in UMU Zone in the Vista Field Area.

Proposed Amendment

Nonresidential Uses	RS	RL	RM	RH	RMH	RTP	UMU	CN	CO	CBD	CC	CR	CAR	CG	CM	HMU	BP	IP	IL	IH	JF	PF	OS	
Vehicle sales, incidental repair and service							<u>1(6)</u>																	

FOOTNOTE for Table 18.12.010 B.1 Non-Residential Use Table:

- (1) For HMU see limitations at Title 18.12.335.
- (2) For the Clearwater Master Plan Area and BP zoning districts see Title 18.12.340.
- (3) For Rental Equipment, all items must be contained within a completely enclosed building or screened from view by a sight-obscuring fence or wall.
- (4) Allowed in RS, RL, RM, RMH, and RTP only as part of a planned development or subdivision and only for the use by residents of the development consistent with Recreational Vehicle Storage provisions and limitations of the Kennewick Residential Design Standards KMC 18.75.
- (5) Winery Type B under 50,000 case annual production and located within a structure less than 20,000 square feet in size are allowed outright. The Conditional Use Process identified in Title 18.42.100 is applicable to Winery Type B uses exceeding either the 50,000 case annual production or 20,000-square-foot structure size threshold.
- (6) Not allowed in the Vista Field area.



History

In 2010 the City adopted Bridge-to-Bridge/River-to-Rail Revitalization Plan.

In 2017 the City adopted the UMU Zone and development regulations. The UMU Zone Development Regulations implement the Bridge-to-Bridge/River-to-Rail Revitalization Plan. The plan states that the area to be zoned “mixed use” has the most opportunity for new urban neighborhoods, retail, entertainment, personal services and pedestrian related activities.

Since 2017, when the UMU Zone was established, staff has been asked numerous times if auto sales is a permitted use in the zone. Additionally, existing auto sales lot owners have inquired about expanding their existing businesses that are within the zone.



Hearing Summary

- The Planning Commission held a public hearing for the proposed amendments on February 2, 2026.
- Staff recommended denial of the proposed amendment.
- The two applicants and their representative spoke in favor of the amendment.
- Two members of the public spoke in favor/neutral to the amendment. One of the members requested that other non-permitted uses be allowed to expand their business.
- The Planning Commission voted 5-0 to recommend approval of the amendment. One Planning Commissioner recused himself from the hearing.

Amendment Alternative

- Staff is of the opinion that allowing non-conforming uses to expand provides a better alternative than permitting vehicle sales outright in the UMU Zone.
- Staff Alternative: **18.15.010: - Continuing Existing Nonconforming Uses or Structures.**

Any lawful use, including those allowed by permit but not yet completed at the time of a zone change or annexation, may be continued or completed, even though it does not conform with this Title and will be considered legal, nonconforming. An existing nonconforming use may be expanded if the proposed expansion is not more intense or nonconforming, provided the nonconforming use has not been discontinued as per Section 18.15.020. Such a nonconforming use or structure must be certified by the Planning Department and be maintained and repaired as such in accord with all other applicable regulations, per the Kennewick Municipal Code and applicable building codes.

- Remand the proposal back to the Planning Commission or direct staff to start a new amendment review.

Recommendation

The Planning Commission recommends approval of Development Code Amendment DCA-2025-0006 to City Council.





COMMUNITY PLANNING DEPARTMENT

STAFF REPORT AND RECOMMENDATION TO
THE PLANNING COMMISSION

FILE No: DCA-2025-0006

Public Hearing Date: February 2, 2026

Proposal: Amend Kennewick Municipal Code (KMC) Section 18.12.010 B.1 to allow vehicle sales, incidental repair and service as a permitted use in the Urban Mixed-Use Zone, other than the Vista Field Area.

Applicant: City of Kennewick

Staff Contact: Steve Donovan, Planning Manager

Background:

Mr. Nassar and Mr. Mahal proposed the amendment to KMC 18.12.010 B.1. It is the opinion of the applicant that the proposed amendment complies with the comprehensive plan and Bridge-to-Bridge River-to-Rail Revitalization Plan (BB/RR Plan).

Proposal and Analysis:

See Exhibit 2 for the applicant's proposed amendment to 18.12.010 B.1 and supporting materials.

KMC Section 18.03.040: - Zone Purposes ensures that the purpose of the zoning district is consistent with the City Comprehensive Plan. Below is a sub-section of the section that establishes the purpose of the Urban Mixed-Use (UMU) Zone:

- (23) UMU - The purpose of the Urban Mixed-Use district is to accommodate a wide variety of commercial and residential activity (particularly those that are pedestrian oriented) in a dense urban setting which will result in the most intensive and vibrant of the City's zoning districts. In order to preserve the public health, safety and welfare in the urban district, protect public and private investment in property and infrastructure improvements, certain uses of land may be prohibited. Conversely in many instances the Urban Mixed-Use district intentionally allows combinations of uses and development patterns allowed in no other City zoning district.

Applicable City of Kennewick Comprehensive Plan Goals and Policies

URBAN DESIGN GOALS + POLICIES

- Goal 1 Create an attractive, lively, pedestrian friendly and visually cohesive urban environment for Kennewick.

Policies

1. Provide a strong role for good design, addressing streetscape, landscape and building design in new and redevelopment projects through design guidelines and code.
4. Enhance the appearance, image and design character of the downtown. Apply Main Street and historic preservation principles for downtown improvements.

5. Establish and enhance unique residential, commercial and other districts with appropriate transition between them; encourage distinctive architectural features in the districts and gateways.

Goal 2 Improve connectivity with an efficient and multimodal circulation pattern and pedestrian-friendly design of streetscapes.

Policies

1. Improve streetscape and corridor design for safe and pedestrian-friendly environments.
4. Reduce the visual impact of parking lots and service docks to public areas using design, site design, landscaping, screening and appropriate lighting.

Goal 5 Strengthen residential neighborhoods, downtown, commercial and industrial districts.

Policies

1. Promote strong and diverse neighborhoods that offer a mix of various uses, and linkages with other neighborhoods, shopping areas and public facilities.
2. Support sub-area plans to achieve planned and quality development including the Bridge-to-Bridge River-to-Railroad area.

ECONONMIC DEVELOPMENT GOALS +POLICIES

Goal 3 Support the development and redevelopment of walkable, mixed-use neighborhoods as attractive locations for employment, tourism, arts and culture, entertainment and residents.

Policies

3. Encourage redevelopment in appropriate areas on the Columbia River.

Bridge-to-Bridge/River-to-Rail Revitalization Plan Excerpts

Section 7 of the plan discusses the creation of the Commercial, Auto Row (CAR) and the UMU zones, along with the areas the zones should encompass.

At the time the plan was developed, it was determined that owners of auto dealerships west of Fruitland Street had invested in improvements for their dealerships. As a result of the investments, it was proposed that auto dealerships should be permitted along Columbia Drive, west of Fruitland Street.

Additionally, the plan states that the properties east of Fruitland Street to SR-397 along Columbia Drive provide the best opportunity for development of urban neighborhoods, personal services and other mixed-use activities and uses.

The complete BB/RR Plan is provided in Attachment 4.

Staff Analysis

The city adopted the BB/RR Plan in 2010 and in 2017 it was adopted by reference in the comprehensive plan. In 2017, the city established the UMU Zoning District and development regulations.

The plans describe the vision of what the UMU District should look like and what types of commercial and residential activity should take place in it. It is staff's opinion that the above UMU Zone purpose statement, comp plan and BB/RR Plan excerpts provide a clear direction for the types of uses that should be permitted in the zone and that the proposed amendment is not in compliance with the purpose statement or plans.

The proposed amendment is not site specific. Properties in the UMU Zone of the Vista Field Area will not be impacted by the proposed amendment.

The existing vehicle sales businesses in the UMU Zone may still operate, even if the proposed amendment is not approved. It is the opinion of staff, that the development of a new car dealership or the expansion of an existing car dealership will be difficult to meet the applicable requirements of KMC 18.80 – Urban Mixed-Use Design Standards.

The suggested findings in the applicant’s application material are not applicable to the proposed amendment; they are applicable to a zoning map amendment.

Regulatory Controls and Policies:

- Kennewick Municipal Code Title 18
- Kennewick Comprehensive Plan

Findings of Fact:

1. The applicants are Moe Nassar and Hary Mahal.
2. The application was submitted on December 2, 2025.
3. Notice of the proposed code revision was sent to the Washington State Department of Commerce on December 4, 2025, consistent with the requirements of RCW 36.70A.106.
4. The City received confirmation of starting the 60-day/Expedited review period and notice that the City has met the Growth Management Act notice to state agency requirements from the Washington State Department of Commerce on December 4, 2025.
5. The Department of Commerce granted expedited review on December 17, 2025.
6. A Determination of Non-Significance was issued on December 30, 2025.
7. The Notice of Public Hearing was published in the Tri City Herald on January 18, 2026.

Conclusions of Law:

1. The proposed amendment is not in compliance with KMC 18.03.040, Urban Mixed Use Purpose Statement.
2. The proposed amendment is not in compliance with the Bridge-to-Bridge River-to-Railroad Revitalization Plan.
3. The proposed amendment is not in compliance with the City of Kennewick Comprehensive Plan 2017-2037.
4. Future development of vehicle dealerships cannot meet the applicable requirements of KMC 18.80 – Urban Mixed-Use Design Standards.

Staff Recommendation:

Based on the above analysis, staff recommend the Planning Commission forward a recommendation of DENIAL to City Council for the following motion.

Motion:

I move that the Planning Commission concur with the findings and conclusions in the staff report DCA-2025-0006 and recommend denial of the amendment to KMC Section 18.12.010 B.1.

Exhibits:

1. Staff Report
2. Application Material
3. Proposed KMC 18.12.010 B.1
4. Bridge-to-Bridge River-to-Railroad Revitalization Plan



Community Planning Department

210 West 6th Avenue
Kennewick, WA 99336
Phone: (509) 585-4280
cedinfo@ci.kennewick.wa.us

REQUEST FOR AMENDMENT TO ZONING OR SUBDIVISION CODE

Applicable Filing Fee and SEPA Review Fee are due at the time of application (Fee Schedule)

<p>Applicant: Moe Nassar 408 W. Columbia Drive Kennewick, WA 99336 509.579.2807 Moenassar29@gmail.com</p>	<p>Hary Mahal 520 E. Columbia Drive Kennewick, WA 99336 509.619.8797 Mahalhary@yahoo.com</p>
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The amendment, if adopted, will not be restricted to the applicant’s particular situation, but will apply to any future situation that may fall under the amendment, regardless of location or other circumstances. Therefore, please state how, in your opinion, the requested amendment will be to the best interests of the City. Use additional paper if needed.

Requested Amendment

The proposed code amendment would allow *Vehicle Sales, incidental repair and service* as a permitted use in the UMU – Urban Mixed Use District, requiring a change to Section 18.12.010B.1 – Table of Non Residential Uses. The proposal would also add footnote #6 to prohibit Vehicle Sales within the Vista Field area.

Revitalization Plan

The current UMU restrictions are based on the Bridge to Bridge, River to Rail Revitalization Plan - a subarea plan that was adopted in 2010. The fifteen year old plan was projected to be implemented over a twenty year time period. The planned revitalization of the area was based on a number of initiatives, one of which was to modify the City’s zoning regulations. Section 7 of the plan addressed this issue (refer to attachment 1) which states in part.

Dealerships located west of Fruitland, including the Audi/VW dealer, have invested considerable funds in showroom, service, and other structures on site. Most dealerships, however, particularly those located east of Fruitland, are largely paved parking lots with minimal other improvements. Like some of the industrial uses, these low capital intensive businesses will remain viable in auto row unless or until land values increase to the point where such low capital intensive activities will seek to locate other accessible but lower cost properties in the region.

The revitalization plan resulted in the creation of the UMU district. Kennewick Municipal Code section 18.03.020(23) identifies the purpose of the UMU district as follows:

UMU - The purpose of the Urban Mixed-Use district is to accommodate a wide variety of commercial and residential activity (particularly those that are pedestrian oriented) in a dense urban setting which will result in the most intensive and vibrant of the City's zoning districts. In order to preserve the public health, safety and welfare in the urban district, protect public and private investment in property and infrastructure improvements, certain uses of land may be prohibited. Conversely in many instances the Urban Mixed-Use district intentionally allows combinations of uses and development patterns allowed in no other City zoning district.

One of the other initiatives included in the plan was to identify key entrepreneurial prospects and recruitment strategies focusing on small business start-ups and “creative workforce.” Part of this effort was to focus on multi-modal transportation dealers, “including sales and service of electric cars, motorcycles, motor bikes, scooters, mopeds, bicycles, kayaks and other forms of transportation to transform auto row into a multi-modal transportation hub for the region.” (from Page 8 of the Bridge-to-Bridge/River-to-River Revitalization Plan.)

After 15 years the Bridge-to-Bridge/River-to-River Revitalization Plan remains unimplemented. The number of nonconforming uses in the UMU district, comprised primarily of vehicle sales and auto repair businesses continue. Little private investment has been made in the corridor along Columbia Drive.

The plan anticipated a major redevelopment of the area along Columbia Drive, where existing uses would be discontinued and these properties would become a new urban neighborhood with ground floor retail, entertainment and personal services and other pedestrian related activities. Property owners operating nonconforming uses for the past 15 years have not seen the hoped for increase in property values that would lead to the projected capital intensive activities.

An assumption made in the 2010 plan was that car dealerships located east of Fruitland would eventually be replaced with more intense mixed use development. The Obama Administrations’ Cash for Clunkers program, implemented in 2009 may have influenced this policy. The volume of older vehicles that were purchased by the government and taken off the roads had significant impacts on used car dealers across the country, as their inventories were significantly decreased. However, these impacts proved temporary and the used car market has rebounded and remains viable across the country and in the Tri-Cities market.

The UMU zoning purpose statement envisions a mixed use, pedestrian oriented environment. But that hasn’t and most likely won’t happen in the near future, especially along the Columbia Drive corridor, for the following reasons:

- Columbia Drive is an arterial that provides important linkages between SR 240, Highway 395, the Cable bridge and Chemical Drive. It carries a high volume of traffic¹ which has the effect of discouraging pedestrian activity;
 - Other permitted uses within the UMU district along the Columbia Drive corridor include a number of auto oriented uses (tire shops, glass shops, gas stations, car washes, fast food restaurants and espresso stands) that are auto oriented, not pedestrian oriented. These auto oriented uses consume large segments of street frontage along Columbia Drive and work against the establishment of the pedestrian, mixed use development envisioned in the plan;
- ¹2021 Kennewick Traffic Volume Map shows 19,687 ADT east of Fruitland and 16,103 ADT east of Washington Avenue.)

- For developers it is more feasible to build mixed use neighborhoods in areas that are not yet developed such as at Vista Field than to completely redevelop existing neighborhoods. New development provides opportunities for coordinated planning as opposed to the piecemeal development that is necessary for the redevelopment of existing neighborhoods;
- The plan was partially based on the prediction that new multi-modal transportation dealers would be located within the redevelopment area which has not occurred as anticipated;
- The limited new development that has occurred along Columbia Drive in recent years (Mister Car Wash and Ray Pollard & Sons Offices) has had positive impacts on the area, but neither project adds to the pedestrian environment envisioned in the plan.

Modest progress has been made in the area with the Port's development of the food truck plaza and the Public Market, both of which advance the overall revitalization of the area. But the Columbia Drive corridor will be among the least likely properties to be redeveloped with mixed uses, given the high through traffic volumes along Columbia Drive. When market conditions change enough to make redevelopment feasible, it will occur. The UMU district provisions already provide for mixed use, pedestrian oriented development. Restrictive zoning is not needed.

In the meanwhile, both the City and property owners along Columbia Drive would be better served if existing UMU zoning would allow for vehicle sales. Property owners would be able to make improvements in their property, which could increase both the aesthetics and the viability of these businesses.

The Bridge-to-Bridge Revitalization Plan supports the designation of those portions of Columbia Drive west of Fruitland as an area that should be developed as a Commercial Auto Row (see page 19 of the plan). Used car dealerships benefit from locating nearby large dealerships such as Overturf Kia/Volkswagen. The locations east of Fruitland along the Columbia Drive corridor are logical expansions of a Commercial Auto Row and as such should be encouraged.

There is no need to restrict owners by forcing them to operate vehicle sales as nonconforming uses, limiting their ability to improve their properties and preventing the expansion of their facilities.

Benefits of Vehicle Sales in UMU

Vehicles sales are dependent upon highly visible locations and tend to congregate along high traffic volume streets, such as Columbia Drive. Traffic counts show that Columbia Drive is among the most heavily travelled streets within the City. While traffic volume creates the visibility that vehicle sales businesses need, they do not generate much traffic in themselves. The Institute of Transportation Engineers publishes traffic data for a wide variety of land uses and shows that car dealerships are among the lowest traffic generators amongst retail activities (see Attachment 2)

Vehicle sales businesses tend not to be large consumers of City services such as water, sewer or electrical energy.

Vehicle sales generate tax revenue for the City. Given the price of new and used vehicles, a small number of customers purchasing vehicles generate significant sales tax revenue.

Vehicle sales generate jobs. According to ZipRecruiter, the annual average salary for a car salesperson is \$43,809 in Washington State, providing living wage jobs.

Finally, clustering car dealerships in close proximity to each other provides a benefit to the car buying public, allowing them to comparison shop without having to travel significant distances.

Vehicle sales do not place high demands on the City's street and infrastructure systems, yet they generate significant sales tax revenues for the City. They create jobs and when clustered together, as they have naturally done along Columbia Drive, they provide some convenience to the car buying public.

Consistency with the Comprehensive Plan

There are a number of goals and policies in the City's comprehensive plan that would be furthered by the adoption of this proposed code amendment, as follows:

COMMERCIAL LAND USE GOAL 1: Revitalize declining commercial areas.

POLICIES

2. Monitor trends in Kennewick's job centers and consider land use changes, if needed, to maintain the vitality of these centers.

Comment: Fifteen years into the Bridge-to-Bridge plan, the desired revitalization contemplated in the plan has yet to occur. There are seven different vehicle sales businesses operating along Columbia Drive as non-conforming uses, representing 16% of the active businesses that contain frontage along Columbia Drive between Fruitland and Gum streets. (see Attachments 3 and 4). It is time to recognize that the policy calling for the removal of vehicle sales within the UMU district is not working. Vehicle sales are a valuable business, generating tax revenues for the City, employment for its residents and consumer choices. Vehicle sales are amongst the most active businesses within the UMU district and should be encouraged, not prohibited.

COMMERCIAL LAND USE GOAL 2: Sustain and enhance viable commercial areas.

POLICIES

4. Encourage compatible commercial activities to concentrate near each other

Comment: There are seven vehicle sales businesses operating along Columbia Drive within the UMU district and six more located in the 2 1/2 blocks along Columbia Drive just west of the UMU district boundary. This clustering of vehicle sales lots represents a concentration of commercial activities that this policy says should be encouraged.

ECONOMIC GOAL 1: Improve the business climate in Kennewick.

Comment: Allowing vehicles sales as a permitted use within the UMU district would be a definite improvement for area business owners. The change in code would allow for the expansion and

improvement of seven viable businesses along the Columbia Drive corridor, removing the restrictions and uncertainties of operating business as a nonconforming use.

Suggested Findings

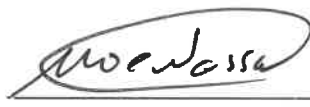
Section 18.51.070 of the Kennewick Municipal Code requires the City to enter findings in support of amending the zoning code. This proposal is consistent with those required findings as follows:

- a. The proposed amendment would further the goals and policies in the comprehensive plan in the following ways:
 - 1. The amendment would help to revitalize a declining commercial area by converting seven existing vehicle sales businesses from an existing non-conforming status to a permitted status, thereby enabling business owners to make improvements and expansions to their businesses in accordance with Commercial Goal 1;
 - 2. Vehicle sales businesses have operated continuously for the past fifteen years that the Bridge-to-Bridge Revitalization Plan has been in effect, signaling a need to reevaluate the prohibition of vehicle sales in the UMU district, in accordance with Policy 2 of Commercial Land Use Goal 1;
 - 3. The proposed amendment would effectively encourage vehicle sales businesses to cluster along Columbia Drive in accordance with Commercial Land Use Goal 2, Policy 4;
 - 4. The proposed amendment would improve the business climate for businesses operating along the Columbia Drive corridor in accordance with Economic Goal 1.
 - 5. Therefore, the proposed amendment is in conformance with the comprehensive plan.

- b. The proposed amendment promotes the public necessity, convenience and general welfare in the following ways:
 - 1. Vehicle sales businesses provide necessary commercial services to residents within the Tri-City area;
 - 2. Clustering vehicles sales lots along the Columbia Drive corridor provides the buying public with convenient opportunities for comparison shopping;
 - 3. Those portions of Columbia Drive within the UMU district provide logical and desirable locations for vehicle sales in that they are highly visible locations due to the high traffic volumes existing along that corridor;
 - 4. Vehicle sales generate both significant sales tax revenue and employment;
 - 5. Therefore, the proposed amendment does promote the public necessity, convenience and general welfare.

- c. The proposed amendment does not impose a burden upon public facilities beyond their capacity to serve or reduce such services to lands, which are deemed unacceptable by the City in that:
 - 1. Vehicle sales are low volume traffic generators according to the International Traffic Engineers trip generation data and consequently do not burden the City's street system;
 - 2. Vehicle sales businesses are not high volume users of domestic water, sewer or electrical energy;

- 3. The operation of vehicle sales businesses does not have detrimental impacts to adjoining land uses greater than other types of commercial retail uses allowed within the UMU district.
 - 4. Therefore, the proposed amendment does not burden city utility or street systems or public facilities.
- d. The proposed amendment is consistent with all applicable provisions of the Kennewick Municipal Code, including those adopted by reference from the Comprehensive Plan in that:
- 1. The proposed amendment recognizes the differences between those portions of the UMU district that are located in East Kennewick versus those that are located within the Vista Field area and maintains the prohibition on vehicle sales within the Vista Field area in accordance with the Vista Field Redevelopment Master Plan 2017.
 - 2. The proposed amendment still provides for future mixed use redevelopment of properties along the Columbia Drive corridor in accordance with the Bridge-to-Bridge, River-to-Rail Revitalization Plan.



Moe Nassar

12-1-25

Date



Hary Mahal

12-1-25

Date

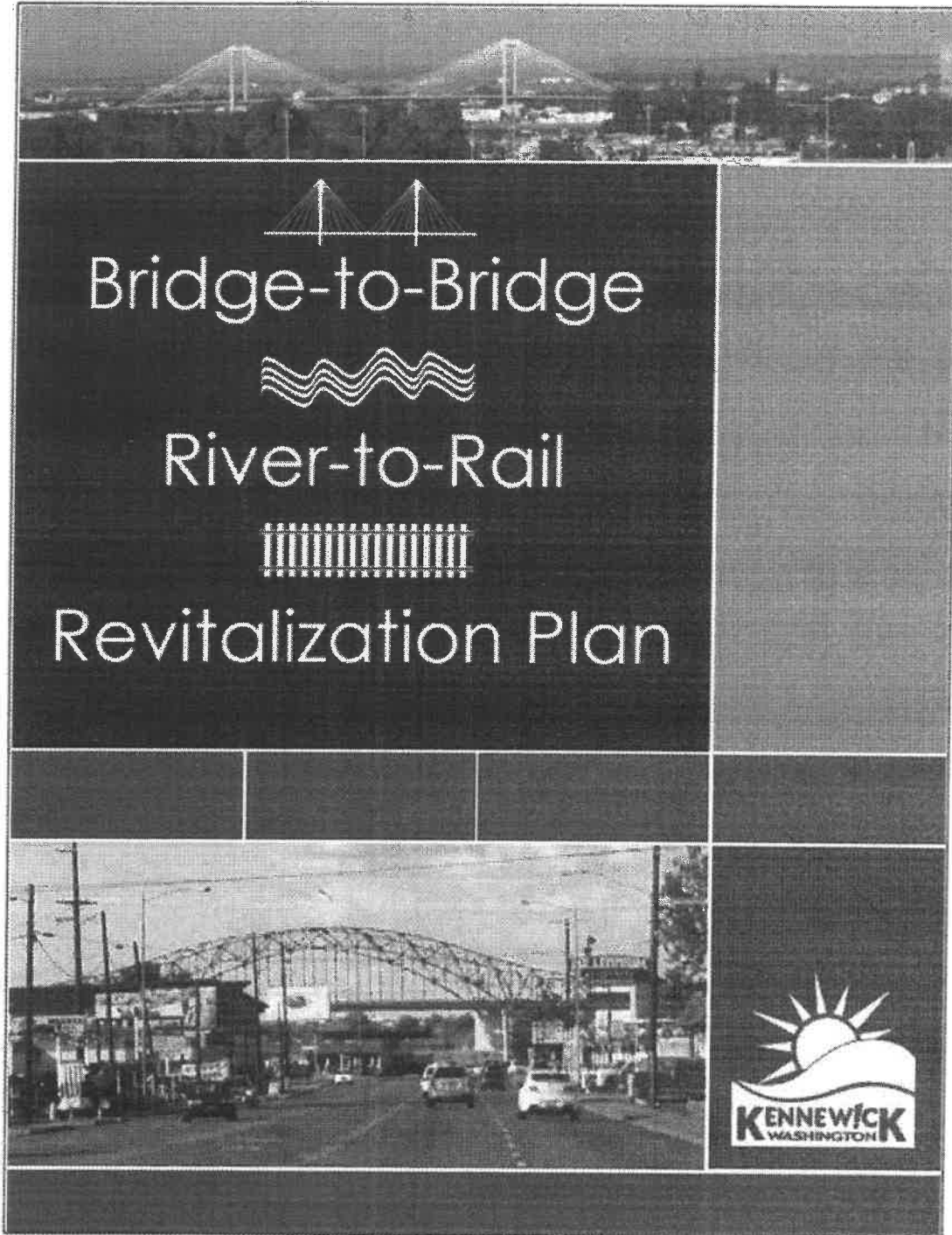
Checklist:

_____ Application & Fee

_____ State Environmental Policy Act checklist (SEPA) & fee

Attachment 1:

Excerpt from: Bridge-to-Bridge Rail-to-River Revitalization Plan



DESIGN STANDARDS

7: Update/refine zoning designations

Kennewick currently has 7 residential zones, 8 commercial zones, 4 industrial districts, and 4 other districts including public facilities, parking, and open space. The BB/RR area is designated by 4 zones including:

- *High Density Residential zoning* - of the properties within the single family neighborhood located between Columbia Drive and the railroad tracks west of Dayton Street and the single family residential and trailer parks north of Columbia Drive between Dayton and Auburn Street;
- *Industrial zoning* - of the properties located south of Deschutes Avenue and Columbia Drive that border the railroad spur and mainline tracks;
- *Commercial zoning* - of the properties bordering both sides of Columbia Drive and all parcels north to the river levee including Clover Island; and
- *Public Facility zoning* - of Fruitland Park located between Fruitland and Garfield, and Entiat and Deschutes Avenues bordering the single family neighborhood.

Generally, the existing zoning designations reflect the land use element of the city's comprehensive plan and past ambitions for the BB/RR area. However, in some instances, the zoning is not entirely appropriate or refined enough to reflect the potentials that have emerged from this planning effort. For example:

- *Single family neighborhood* -- between Columbia Drive and Railroad Avenue and the tracks, and west of Fruitland is composed of single family, some duplex, and a few townhouse and apartment structures.

Neighborhood structures are in good condition including some new infill houses. The neighborhood is fairly stable, and except for the houses that are located north of Grand Ronde Avenue that abut the commercial uses on Columbia Drive, the boundaries are well defined.

The neighborhood should maintain the Residential, High Density (RH) or be rezoned to Residential, Medium Density (RM) to reflect existing conditions and provide the stability and suitable environment appropriate to promote family life in an urban setting.

Some of these uses evolved from railroad oriented or serviced industrial activities including scrap yards, tank fuel processing and storage, food processing plants, millhouses, and warehouses. At the present time, very few of these businesses are dependent on rail service and most move products in and out of the area on trucks and trailers.

A variety of other non-rail oriented industrial, manufacturing, construction, and warehousing activities have located in the industrial area due to its ready transportation connections to the Tri-Cities and surrounding region. These business enterprises will likely remain viable uses in the industrial district unless or until land values increase to the point where such low capital intensive activities will seek to locate to other accessible but lower cost properties in the region.

The industrial district should remain zoned Industrial, Light (IL) though the boundaries should be refined to reflect current usage and allow commercial or mixed use activities north of Bruneau Avenue and east of Elm Street.

□ *Auto Row commercial* – is located on Columbia Drive from US-395 or the access to the Blue Bridge east to Fruitland with some auto and recreational vehicle (RV) dealers and repair services scattered amid gas stations, food stores, restaurants, and office buildings on Columbia Drive further east to Cascade.

Dealerships located west of Fruitland, including the Audi/VW dealer, have invested considerable funds in showroom, service, and other structures on site. Most dealerships, however, particularly those located east of Fruitland, are largely paved parking lots with minimal other improvements.

Like some of the industrial uses, these low capital intensive businesses will remain viable in auto row unless or until land values increase to the point where such low capital intensive activities will seek to locate to other accessible but lower cost properties in the region.

A new zoning district catered to automobile oriented uses should be created and this portion of Columbia Drive should be rezoned to reflect current use and the capital investment that has been made for new facilities and site improvements by auto dealers as well as the construction companies and operators within the area.

□ *Mixed use* – the remainder of Columbia Drive frontage and the properties located north of Columbia Drive to the river levee are currently occupied by low intensity commercial and related business uses fronting on Columbia Drive, trailer parks, some scattered single family residential housing, and a significant amount of underutilized and vacant land – particularly in the northwestern corner.

These segments of the BB/RR area provide the most opportunity for new urban neighborhoods combining ground floor retail, entertainment, personal services, and other pedestrian-related activities with upper floor office and residential uses. The area is centrally located to regionally accessible arterial roadways (Columbia Drive, US-395, and SR-397), on major transit routes, within walking and biking distance of the river levee and trails, downtown, and civic center parks and public facilities. In effect, the area has potential for being developed into a fully sustainable neighborhood providing opportunities to live, work, and play within the immediate area.

Kennewick zoning classifications include the Historic Mixed Use (HMU) district which is intended to provide a "stable living environment for residents and proprietors choosing to locate in a historic setting, which includes limited small-scale commercial retail and non-retail uses within walking distance of those residents."

However, the HMU district does not allow residential or mixed use structures and is limited to the boundaries of the historic downtown with additional restrictions intended to retain structures and uses which are compatible with historic buildings and designs.

Kennewick's Residential High Density (RH) district allows urban density residential uses but not mixed use, is restricted to a 45 foot height limit, and a maximum density of 27 units per acre.

Neither the HMU or RH zoning classifications provide for a mixed use designation where retail, office, and housing can be incorporated into mixed use structures – particularly in urban settings oriented to street-front pedestrian activities and circulation, with common or consolidated public/private focal and activity accent points, and of densities compatible with platform building sufficient to offset the economic cost of revitalization and redevelopment. Nor are either of these districts easily modified to do so without altering the impact the districts are intended to have on the downtown or elsewhere in the city.

Action

Therefore the Community Planning Department will work with the Planning Commission and City Council to:

- *Amend the Zoning Map of the City of Kennewick* – to retain Industrial Light (IL) zoning along the railroad corridor, create a new zoning district entitled Commercial, Auto Row on Columbia Drive west of Fruitland St., and retain the residential neighborhood on Grand Ronde and Entiat Avenues as Residential, High Density (RH).
- *Amend Chapter 18.03 of the Municipal Code to create a Mixed Use (MU) zoning district and a Commercial, Auto Row (CAR) zoning district* - using the footnotes in Table 18.12.010: Use and Standards Table, the designations in Table 18.12.010 A.2: Table of Residential Site Development Standards, the designations in Table 18.12.010 B.1: Table of Non-Residential Uses, designations in Table 18.12.010 B.2: Table of Non-Residential Site Development Standards and other provisions of Chapter 18.03 to implement appropriate mixed use developments in the BB/RR area and identify uses and standards for auto row development.



Attachment 2

ITE TRIP GENERATION EXPLORER

Selected Retail Traffic Generators

Retail Activity	Basis	Average Daily Traffic
Fast Food Restaurant	1,000 sq. ft. gross floor area	542
Restaurant (sit down/high turnover)	1,000 sq. ft. gross floor area	127
Restaurant (quality)	1,000 sq. ft. gross floor area	89
Gas Station	Fueling Station	168
Drive in Bank	1,000 sq. ft. gross floor area	148
Auto Part Sales	1,000 sq. ft. gross floor area	62
Tire Store	1,000 sq. ft. gross floor area	25
General Office	1,000 sq. ft. gross floor area	25
Car Wash	Washing Stall	108
Car Dealerships	1,000 sq. ft. gross floor area	32

Source: ite.tripgen.net

Attachment 3

Existing Dealerships in the UMU District

1. Harding Motor Company – 529 W. Columbia Drive
2. Tri City Car Sales – 518 W. Columbia Drive
3. VIP Motorsports – 408 W. Columbia Drive
4. Warner Auto Investments & Used RVs – 211 W. Columbia Drive
5. OK Auto Sales – 101 W. Columbia Drive
6. Kart Sport NW Motorsports – 99 W. Columbia Drive
7. Golden Crown Auto Sales -553 E. Columbia Drive

Attachment 4

Existing Land Uses on Columbia Drive Parcels within the UMU District

Note: Only businesses fronting on and addressed on Columbia Drive are included in this table. The use column in the table shows P for uses permitted in the UMU district or NC for uses that are nonconforming under UMU district regulations.

West Columbia Drive			
Address	Business Name	Type of Business	Use
529	Harding Motor Company	Vehicle Sales	NC
526	Pik A Pop	Gas Station	P
525	Affordable Windshields	Auto Oriented Uses	P
520	Mister Car Wash	Auto Oriented Uses	P
518 1/2	Tri City Roofing	Office	P
518	Tri City Car Sales	Vehicle Sales	NC
503	Ray Polland & Sons	Office	P
419	Serve Pro		
418	Flow Master Auto Repair	Vehicle repair/service	NC
408	VIP Motorsports	Vehicle Sales	NC
407	Warner Auto & RV Center	Vehicle Sales	NC
346	Hubby's Pizza	Restaurant	P
342	Tropical Express Café & Fruit Bar	Espresso Stand	P
335	IDK Restaurant	Restaurant	P
329	Atomic Screen printing & Embroidery	Printing, Reproduction	P
320	Banlin Construction	Office	P
318	Vacant Building		
310	Frank & Sons Auto Body	Vehicle repair/service	NC
?	JJ's Auto Investments	Vehicle Sales	NC
207	Smoke Glass and Vape	Retail Store	P
206	Llantera Celina	Auto Oriented Use	P
112	JVC Auto Repair/Automotive Locksmith	Auto Oriented Use	P
108	Storage land	Mini Storage	NC
101	OK Auto Sales	Vehicle Sales	NC
99	Kart Sport NW Motorsports & Beyond	Vehicle Sales	NC
3	Dutch Bros. Coffee	Espresso Stand	P
	Barber Shop	Barbers, beauty shops	P

East Columbia Drive			
Address	Business Name	Type of Business	Use
9	Bunch Finnegan Appliances	Retail Store	P
16	Kennewick ABM Onsite Services	Office/contractor yard	P
102	Backyard by Design	Retail	P
107	El Chapala	Restaurant	P
113	KIE Supply	Hardware Store	P
122	KIE Supply	Hardware Store	P
202	Pasco Ceramics	Retail	P
215	Swampy's BBQ	Restaurant	P
220	Jimenez Tires	Auto Oriented Uses	P
304	Tri City Glass	Auto Oriented Uses	P
325	Food Truck Plaza	Restaurants	P
400	Zip's Drive In	Restaurants, Fast Food	P
421	Wineries	Wineries Type A or B	P
422	ET Estate Sales	Retail Store	P
428	Tri City Barbell Club	Private gym, fitness	P
432	Dorian Studio	Photographic Studio	P
433	Columbia Fitness	Retail Store	P
504	Aahsome Spas	Retail store	P
520	Metro Mart	Gas Station	P
553	Golden Crown Auto Sales	Vehicle Sales	NC

Nonresidential Uses	RS	RL	RM	RH	RMH	RTP	UMU	CN	CO	CBD	CC	CR	CAR	CG	CM	HMU	BP	IP	IL	IH	JF	PF	OS
Towers, antennas, and supporting structures, including amateur radio towers, 55 feet or less	II	II	II	II	II	II	I	II	I		I	I	I	I	I	I	I	I	I	I	I	I	
Truck stops														I					I	I			
Undertaking establishments (Mortuary)									I		I	I		I									
Vehicle sales, incidental repair and service											I	I	I	I									
Vehicle rental and leasing											I	I	I	I									
Vehicle repair and service, body and fender shops							<u>1(6)</u>						I	I					I	I			
Veterinary Clinic or Hospital (See Title 18.12.290)							I			I	I	I		I					I				
Vocational School							I			II				I			I		I				
Volatile Toxic and Volatile Flammable Material Storage (See Title 18.12.300)																				II			
Warehousing														I					I	I			
Wholesale, which may include incidental retail outlets for only such merchandise as is handled at wholesale														I					I	I			
Wineries Type A (See Title 18.12.305)							I			I	I	I		I									

FOOTNOTE for Table 18.12.010 B.1 Non-Residential Use Table:

- (1) For HMU see limitations at Title 18.12.335.
- (2) For the Clearwater Master Plan Area and BP zoning districts see Title 18.12.340.
- (3) For Rental Equipment, all items must be contained within a completely enclosed building or screened from view by a sight-obscuring fence or wall.
- (4) Allowed in RS, RL, RM, RMH, and RTP only as part of a planned development or subdivision and only for the use by residents of the development consistent with Recreational Vehicle Storage provisions and limitations of the Kennewick Residential Design Standards KMC [18.75](#).
- (5) Winery Type B under 50,000 case annual production and located within a structure less than 20,000 square feet in size are allowed outright. The Conditional Use Process identified in Title 18.42.100 is applicable to Winery Type B uses exceeding either the 50,000 case annual production or 20,000-square-foot structure size threshold.
- (6) Not allowed in the Vista Field area.



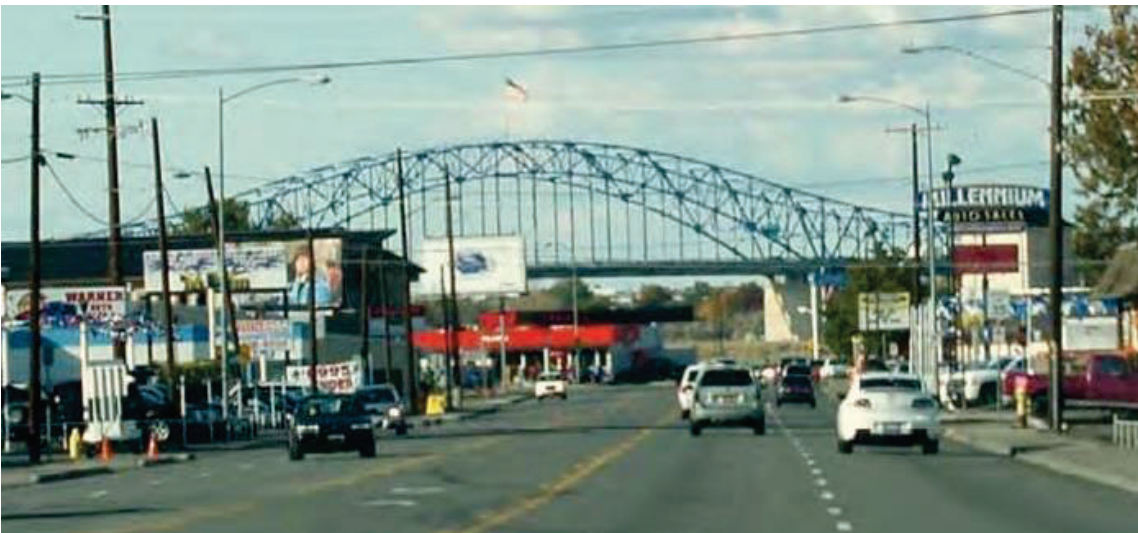
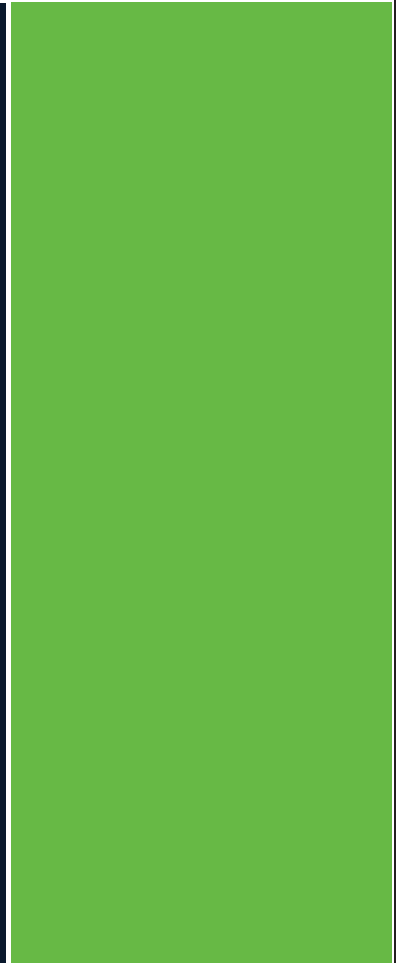
Bridge-to-Bridge



River-to-Rail



Revitalization Plan



City Council's Charter

Involve public participation in the development of an economic and urban development strategy for revitalizing the Bridge-to- Bridge/River-to-Rail (BB/RR) area to capitalize on the momentum created by the construction of the WSDOT roundabouts and the Port of Kennewick's acquisition and pending project to redevelop the Duffy's Pond area.

BB/RR Task Force

Mayor – Steve Young
Mayor Pro Tem – Sharon Brown
Former Mayor – Thomas Moak
City Council – John Hubbard
Port of Kennewick – Tim Arntzen
Planning Commission – Bob Spaulding
Parks & Recreation Commission – Hank Sauer
Auto Dealer Association – Ken Williamson

Other Agency Participants

BNSF Railway – Jeep Labberton, Terminal Manager
US Army Corps of Engineers – David Morbach, Realty Specialist
Ben Franklin Transit – Timothy Fredrickson
Washington State Department of Ecology – Clynda Case, Shoreline Planner
Confederated Tribes of Umatilla Indian Reservation – Don Sampson
Historic Downtown Kennewick Partnership (HDKP) – Tim Dalton
UDAT Member – Skip Novakovich

City Staff

City Manager – Marie Mosley
Former City Manager – Bob Hammond 2009-2010
Former Assistant City Manager – Kevin Ferguson 2009-2011
Former Director of Special Projects – Russ Burtner 2009-2010
Former Economic Development Director – Jeff Kossow 2010-2012
Community Planning Director – Greg McCormick, AICP
Interim Planning Manager – Larry Frazier, FAICP
Former Project Manager – Ferdouse Oneza, AICP 2009-2010
Planner – Anthony Muai, AICP
Administrative Assistant – Terri Wright

Consultants

Team Leader – Tom Beckwith FAICP, Beckwith Consulting Group
Architect/Urban Designer – Don Stastny FAIA, FAICP, StastnyBrun Architects
Community Development – Steve Price, Front Street Partnership
Economist – Eric Hovee, ED Hovee & Company
Traffic Engineer – Mike Read PE, Northwest Transportation
Landscape Architect – Patrik Dylan, ECCOS LLC
Environmental Scientist – Jeff Parsons, Herrera Environmental
Business Development – Nancy Jordan, Nancy B Jordan Associates
Public Opinion Surveys – GMA Market Research

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Bridge-to-Bridge/River-to-Rail (BB/RR) Revitalization Plan

Following is a summary description of the major action plan strategies determined to be important in effectively implementing the Kennewick Bridge-to-Bridge/River-to-Rail (BB/RR) Revitalization.

The action strategies represent the consensus opinions of the BB/RR Task Force as well as the results of the stakeholder interviews, public workshops, internet, and mail-out/phone-back surveys. *The consensus opinion is that these actions are critical to the effective realization of the BB/RR Revitalization's goals.*

The strategies are grouped according to subject matter and not necessarily priority and are listed in an analytical sequence beginning with: 1) Organization, 2) Economics, 3) Promotion, 4) Design Standards, 5) Design/Development – Infrastructure, and 6) Design/Development – Catalytic Projects.

ORGANIZATION

1. Assign action program and project implementation responsibilities:

The proposed programs and projects involved in this BB/RR Revitalization cannot be undertaken or completed *solely* with the resources and time available to city staff and officials. Nor should city staff and officials be *solely* responsible for coordinating the multifaceted approach and all of the multiple public, nonprofit, and private agencies and organizations that must be involved in implementing the action items necessary for the BB/RR Revitalization.

Action

Therefore, the Community Planning Department will work with City Council to:

- *Continue City Council's charter* – whereby the Community Planning Department and the Historic Downtown Kennewick Partnership (HDKP) acts as the BB/RR's principal economic and urban development advocate and coordinator of the actions item involved in the implementation of the BB/RR Revitalization.
- Appoint key point persons or project facilitators – from within HDKP to focus on the specific actions involved in each action subject, and to allow participation by other public, non-profit, and private community organizations, interested groups, and individuals in specific projects unique to each group.
- *Coordinate action plan implementation programs and projects* - to be accomplished by the city, HDKP, and other facilitating/catalyst agents to include the Port of Kennewick, US Corps of Engineers, Umatilla Tribe, Washington State Department of Fish & Wildlife, Ben Franklin Transit, Housing Authority of the City of Kennewick, Benton County Historical Museum, Council of Governments (COG) Economic Development Council (EDC), TRIDEC – Economic Development Council, Tri-Cities and Hispanic Chambers of Commerce, Auto Dealers Association, and other public, non-profit, and private participants interested and appropriate.
- *Engage the public* – on the economic, promotion, design, design/development – infrastructure, and design/development – catalytic projects and the impact implementation of the BB/RR Revitalization will have on the economic well-being and development of the city-at-large.

- *Resolve funding strategies* – using public, nonprofit, and private monies necessary to effectively finance each and all of the action items listed herein.
- *Monitor implementation* – to ensure the actions proposed in this action plan are effectively realized by the all the public, nonprofit, and private parties participating in the BB/RR Revitalization.

Participants

Approval - City Council

Lead - Community Planning Department

Other -

- HDKP
- Port of Kennewick
- US Army Corps of Engineers
- Umatilla Tribe
- WA Dept of Fish & Wildlife
- Ben Franklin Transit
- Housing Authority City of Kennewick
- Benton County Historical Museum
- Council of Governments EDC
- TRIDEC
- Tri-Cities/Hispanic Chamber of Commerce
- Auto Dealers Association
- BB/RR business and property owners, residents, and citizens-at-large

Funding

Kennewick Community Planning staff facilitation and monitoring activities will be funded with:

- General Fund property taxes (Ptax)
- Washington State Department of Commerce (DOC) Growth Management Planning (GMP) planning and project grants

2. Resolve agreements with HDKP, Port, and other participants

The BB/RR catalytic projects require staff coordination and City Council approval prior to other parties initiating action – particularly the Port of Kennewick’s proposals for Duffy’s Pond,

Action

Therefore, the Community Planning Department will:

- Resolve Port of Kennewick’s Master Plan for Duffy’s Pond* – including proposed particulars concerning pond buffer width and placement, surface street access from Columbia Drive and Washington Street, new building placement and streetscape elements on Columbia Drive, trail location and development around pond and to Sacagawea Heritage Trail, Columbia Drive and Washington Street, and publicly-accessible park location, improvements, and financing.

Participants

Approval - City Council

Lead - Community Planning Department

Other -

- Historic Downtown Kennewick Partnership
- Port of Kennewick
- BB/RR business and property owners

Funding

Community Planning staff participation in resolving agreements will be financed with:

- General Fund Property Taxes (Ptax)

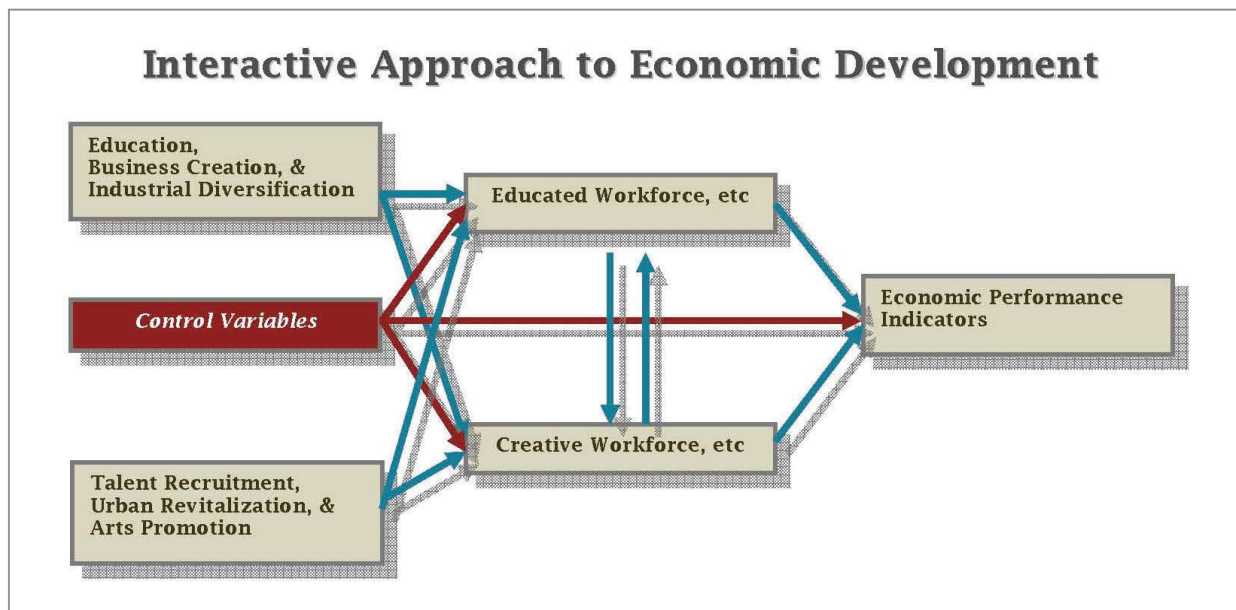
ECONOMICS

3: Recruit/retain target markets

New employment and investment opportunities are created with traditional business outreach and recruitment efforts conducted by TRIDEC – Economic Development Council (EDC), Port of Kennewick, Washington State Department of Commerce, and others.

These organizations have been very successful developing large industrial parks and sites, marketing the area’s existing “educated labor force” and institutions, and attracting major state and national companies to the Tri-Cities area.

However, the majority of new businesses and employment opportunities in the local, state, and national economies are created by small business start-ups that are spun off from existing local businesses, the result of second or late-life careers, a household member reentering the labor force on a part-time basis, or wholly new enterprises started by recent college or technical school graduates.



Kennewick Bridge-to-Bridge/River-to-Rail (BB/RR) Revitalization (Subarea) Plan & Implementing Regulations

13 April 2010

Participants

A=approval role
L=lead management role
P=participant role

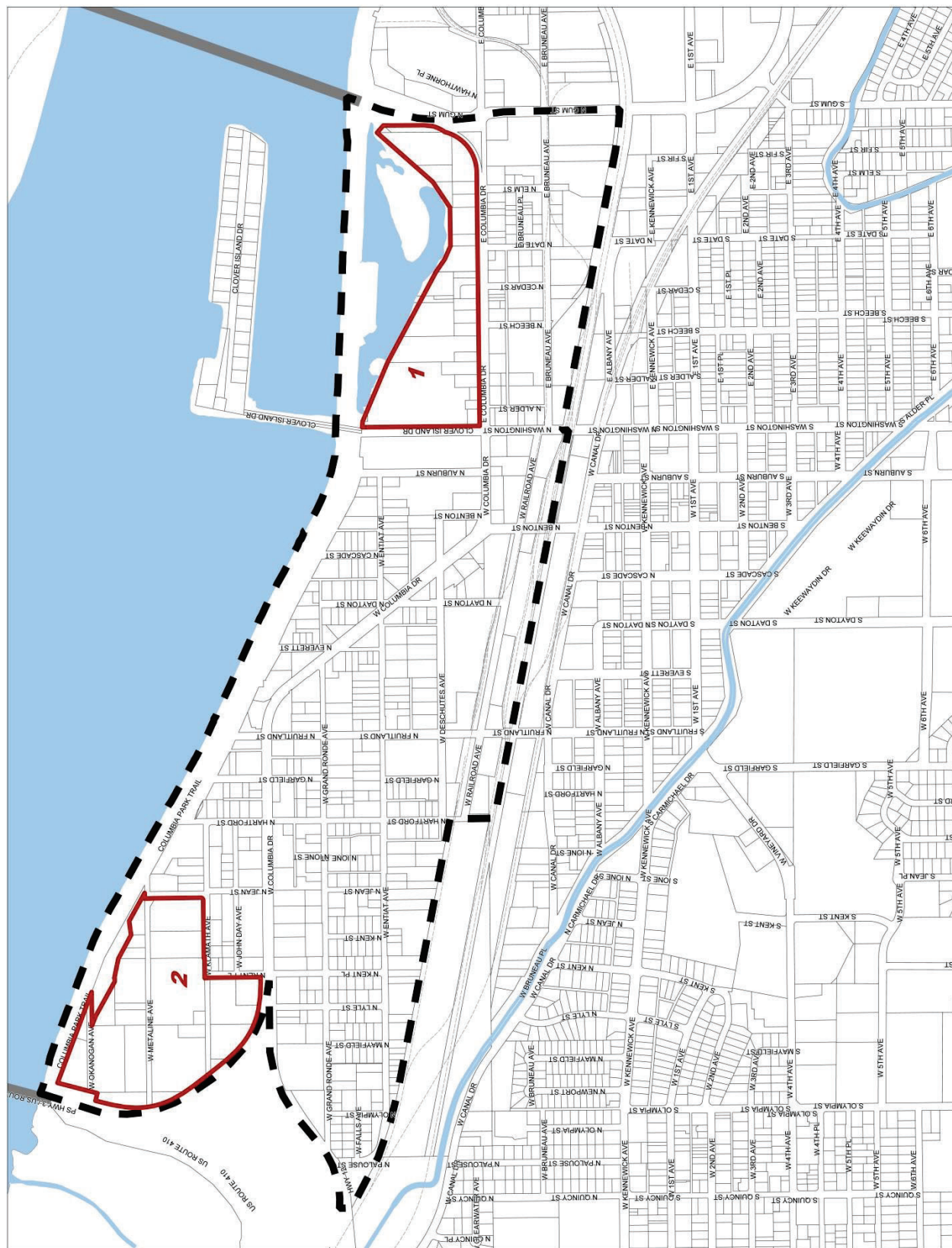
1. Kennewick City Council
2. Economic/Community Development & Parks & Public Works Departments
3. Historic Downtown Kennewick Partnership (HDKP)
4. Port of Kennewick
5. US Corps of Engineers
6. Umatilla Tribe
7. WA Dept Fish & Wildlife & Ecology
8. Ben Franklin Transit
9. Housing Authority City of Kennewick
10. Benton County Historical Museum
11. Council of Governments (COG) Economic Development Council (EDC)
12. TRIDEC - Economic Development Council
13. Tri-Cities/Hispanic Chamber of Commerce
14. Auto Dealers Association
15. BB/RR property owners
16. Lenders/realtors/developers
17. Public - city residents

Objectives - not necessarily in rank order

Objectives	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	Implement in year	0-1	2-6	Cost (000)	Funding sources
Organization																						
1 Assign action plan responsibilities	A	L	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	X				Ptax,
Resolve joint ventures																						
2 w/HDKP/Port/Private	A	L	P	P														X				Ptax
Economics																						
3 Recruit/retain target markets	A	L	L	P														X	X			Ptax, HDKP, Port, TRIDEC, Chambers,COG
Expand Main Street program to																						
4 BB/RR	A	L	L	P														X	X			MainSt, DRP, TMP, PBIA, CDBG, 108,
Promotion																						
5 Expand city/HDKP website outreach	A	L	L	P														X				Ptax, HMTax, TMP, HDKP, TRIDEC, Chamber
Install gateways/wayfinding signage																						
6	A	L	P	P														X				Ptax, HMTax, REET, TMP, HDKP, CRF
Design Standards																						
7 Update/refine zoning designations	A	L	P	P														X				CTED-GMP, Ptax
Adopt design standards for BB/RR																						
8 mixed use	A	L	P	P														X				CTED-GMP, Ptax
Design/Development - Infrastructure																						
9 Fill/soft armor river shoreline for fish habitat	A	L	P	A	A	A	L											X	X			Centennial, ALEA, RCO, Ptax, Umatilla, CRA
10 Install swale/levee enhancements	A	L	P	A	P	A	P											X	X			SDUFee, Ptax, DOE, RCO, TIF/LCF, Prt, CRA
11 Acquire/develop parks	A	L	P	L	A	P	A											X	X			Ptax, REET, HMTax, ALEA, RCO, Parkfee, Prt, CDBG, 108, CRA
12 Reconfigure road network	A	L	P	P														X	X			FAUS, UATA, Ptax, MVFTax, Trafficfee, Late-comer, CRA
13 Construct streetscape enhancements	A	L	P	P														X	X			REET, Ptax, MVFTax, LID, TBD, PBIA, Late-comer, CRA
14 Construct sidewalks, curbs, gutters	A	L																X	X			Ptax, MVFTax, TIB, CDBG, LID, STUFees, 108, CRA
15 Reconfigure transit routes	A	P	P	P														X				Ben Franklin
Design/Development - Catalytic Projects																						
16 Acquire/construct public market/train	A	L	L															X	X			HMTax, REET, Ptax, CDBG, 63:20, HDKP
17 Acquire/issue RFP incubator development	A	L	P	P														X	X			Ptax, CDBG, HAEIF, Prt, COG, EDA, SBA
18 Issue design/develop RFP competitions	A	L																X				Ptax, CDBG, HOME, TIF/LRF,Prt, LITHC
19 Review/resolve Port's Duffy's Pond Plan	A	L	L	A	A	A												X				Ptax

- 108 CDBG Section 108 Loan Funds
- 63:20 Lease-to-Own using 63:20 nonprofit financing
- ALEA ROC Aquatic Lands Enhancement Act
- CDBG Community Development Block Grant
- CDBG Community Development Block Grants
- COG Small Business Assistance
- CRA Community Renewal Act
- CRF Community Revitalization Finance
- DOE Department of Ecology Centennial Fund
- DRP Washington State DoC Downtown Renewal Program
- EDA Economic Development Administration
- GMP Washington State DoC Growth Management Planning grant
- HDKP Historic Downtown Kennewick Partnership funds
- HMTax Tourism Hotel/Motel Tax

- LID Local Improvement District
- LIHTC Low Income Housing Tax Credits
- MVFTAX Motor Vehicle Fuel Tax
- ParkFee GMA Park Impact Fee
- PBIA Parking & Business Improvement Area
- Port Port of Kennewick funds
- Prt Private developer contribution or other funds
- Ptax General Fund Property Tax
- RCO Wa State Recreation and Conservation Office (ROC) grants
- REET Real Estate Excise Tax
- SBA Small Business Administration
- SDUFee Stormwater Management Utility fee
- TBD Transportation Benefit District
- TIB Transportation Improvement Board grants



Catalytic Projects



Proposed catalytic projects

- 1 Duffy's Pond Properties et al
- 2 Blue Bridge Properties et al

Start-up small businesses account for over 80% of all new employment and frequently provide the cutting-edge technology, products, and services that grow into larger companies and/or provide the inspirations for economic restructuring, diversification, and quality.

Small businesses are started by entrepreneurs or the “creative workforce” - individuals who have an interest and propensity to try new things and take risks. This attribute is proving to be an increasingly important ingredient in a community’s ability to attract and develop new businesses and investments.

Entrepreneurs or the “creative workforce”, particularly those that start-up new business ventures, tend to be footloose often selecting a location to initiate their business enterprise based on personal preferences defined by quality of life factors as well as the extent to which they are recruited and supported by interested communities.

If Kennewick is to attract a “creative workforce” and thereby new independent business enterprises, it must initiate outreach programs geared to finding, recruiting, and locating creative entrepreneurial talent – especially in the destination retail, high technology enterprises, and other niche activities that fit the city and BB/RR area.

And, if Kennewick is to be attractive to uncommitted entrepreneurial talent, it must market and further develop the quality of life factors of most interest to such individuals including the city’s unique educational, recreational, community, and residential attributes.

While start-up small businesses account for over 80% of all new employment they suffer a high mortality rate in the first 5 years of the business due to lack of business planning, lack of business or start-up capital, or the inability to find and finance suitable building space.

Action

Therefore, the Economic Development staff and HDKP will to:

- *Identify key entrepreneurial prospects* - for the BB/RR and downtown district including profiles, contact information, promotional materials, and recruitment strategies for:
 - *Multi-modal transportation dealers* – including sales and service of electric cars, motorcycles, motor bikes, scooters, mopeds, bicycles, kayaks, and other forms of transportation to transform auto row into a multi-modal transportation hub for the region.
 - *Mixed-use project developers* – of mixed-use projects to the BB/RR sites of opportunity.
 - *Mixed income mixed-use housing occupants* – including urban households (single adults, family starters, empty nesters, and seniors) migrating into or within the region for mixed-use projects on BB/RR sites of opportunity.
 - *Retail tenants* – including retail businesses and activities of interest to Columbia Drive and the downtown district storefronts and proposed mixed-use projects.
 - *Artists and art galleries* – including working artists, instructors, galleries, and related entrepreneurs to the proposed live/work and mixed-use projects on BB/RR sites of opportunity.
 - *Public market vendors* – including farmers’ market vendors, wine and food vendors, artist workshops and galleries, performance artists and instructors, and other activities

- *Excursion train operator* – including excursion train operators as well as destination facilities, programs, and operators for a series of dinner, mystery, sightseeing, winery, and other train tours of the region.
- *Compile supporting market information* – including listings of available properties and building spaces along with terms, contacts, descriptions, and other referral information for integration into marketing websites.
- *Provide business planning and start-up capital assistance* – to support small business planning, capital and investment planning, workforce training, and other small business development services.
- *Create a capital investment fund* – to include a large portfolio of no and low interest loans available from local lending institutions and organizations devoted specifically to small business retention, start-up, and recruitment outreach efforts.
- *Conduct cold call contacts* – for the above using combinations of e-mail and e-newsletter, mail, telephone, and in-person interviews to determine information needs, reactions, interests, and competitive assessments.
- *Follow-up* – interested recruits by providing tours, promotional events, analysis, and other finalizing coordination with property or business owners, financial sources, and networking with other entrepreneurial individuals and enterprises in Kennewick.
- *Debrief* – cold call contacts and recruits to assess marketing materials, marketing positioning, property and business rates, and other information with which to refine the BB/RR and downtown brand, promotional materials and activities, and market offerings, etc.

Participants

Approval - City Council

Lead - Economic Development staff

Other -

- Historic Downtown Kennewick Partnership
- Port of Kennewick
- Kennewick Auto Dealers Association
- Council of Governments EDC
- TRIDEC
- Tri-Cities/Hispanic Chambers of Commerce

Funding

Economic Development staff support for market materials and outreach programs, building inventory, cold call, and debriefing tasks will be funded by financed from:

- General Fund Property Taxes (Ptax)
- Historic Downtown Kennewick Partnership
- Port of Kennewick
- TRIDEC
- Other participant programs.

The local capital investment fund will be financed by:

- EDA Small Business Administration (SBA) programs,

- Washington State Commerce Small Business Resources (SBR)
- Business Finance (BF)
- Community Development Finance (CDF)
- Business Loan Portfolio (BLP)
- Regional Micro-enterprise Development Grant Funds (RMDGF)
- General Fund property taxes (Ptax)
- Local lenders under the Community Investment Act (CIA)

4: Expand the “Main Street” Program



Kennewick has significant and unique historic commercial and industrial architecture clustered in the downtown area along Kennewick Avenue and between Dayton and Washington Streets that represent valuable assets to the community. These buildings and the district at large are in good usable condition and generally occupied by viable enterprises.

HDKP was formed to undertake and sponsor the activities involved in the National Trust for Historic Preservation and Washington State’s Main Street program. As such, the district has been identified, promoted, and recognized for its potential. Some key buildings in the district have been renovated, upgraded, and retrofit to house emerging new retail and entertainment opportunities.

Successful downtown areas are a result of comprehensive improvement programs combining the Main Street Four-Point Approach. The Main Street approach encourages economic development within the context of historic preservation in ways appropriate to the emerging marketplace. The approach advocates the rebuilding of traditional downtown districts using their unique assets – distinctive architecture, pedestrian-friendly environment, personal service, local ownership, and a sense of community.

The Main Street Four-Point Approach involves: 1) organization, 2) economic restructuring, 3) promotion, and 4) design – that combine to address the downtown’s needs since no single approach by itself will sufficiently rejuvenate the district.

Successful programs require cooperation, coordination, and often joint ventures between city government, a viable sponsor like HDKP, and private businesses and property owners to be effective. To succeed, Main Street programs must show visible results that come from completing programs and projects – regardless of how small the project efforts may appear in the beginning.

However, to be fully effective, the downtown effort should be anchored with other city assets, in this case including the public facilities and parks in the Civic Center to the south, the BNSF depot and potential Public Market to the north, and ultimately the Columbia River, Duffy’s Pond, and the sizable potential population that can live in a revitalized BB/RR neighborhood west and within walking distance of the downtown.

In fact, HDKP includes this larger support area as well as the historic downtown proper within its charter.

Action

Therefore, the HDKP will:

- Expand the façade improvement program* – to upgrade appearances, visual quality, and streetscape interest on Columbia Drive and the entryways on Fruitland, Benton, and Washington Streets between BB/RR and the downtown district. Implement building design standards that define a palette for streetscape furniture, landscaping, lighting, and paving improvements. Develop prototypical designs to improve awnings, signage, window displays, color, materials, and other building features for interim and long-term upgrades to existing businesses along Columbia Drive, and the Fruitland, Benton, and Washington Street entryways.
- Expand the source of low cost building improvement and development funds* - to rehabilitate, retrofit, and building onto or on top of existing older commercial buildings, facades, signage, and other design improvements by increasing city and HDKP-financed grants with larger matching local lender low interest funds.
- Award capital investment funds on a competitive basis or in response to a request system* - where the applicant demonstrates the rehab, retrofit, infill or add onto, façade, and signage project is viable, will improve conditions within the BB/RR and downtown district, and cannot be financed with traditional market sources.

Participants

Approval - City Council

Lead - Economic Development staff and HDKP

Other -

- Port of Kennewick
- Kennewick Auto Dealers Association
- Council of Government EDC
- TRIDEC
- Tri-Cities/Hispanic Chambers of Commerce

Funding

Main Street program and special event costs will be funded with:

- Downtown Revitalization-Main Street Program (MainSt)
- Downtown Revitalization Program (DRP)
- Tourism Marketing Program (TMP) grants supplemented with a Parking & Business Improvement Area (PBIA) or Business Improvement District or other form of dues from local benefiting property and business owners

Façade and building rehabilitation improvement costs will be funded with seed money from:

- Community Development Block Grants (CDBG) grants
- Local financial institutions (Prvt), among others

PROMOTION

5: Update and expand City/HDKP websites

In 2014 the Tri-cities came together to develop and adopt a uniform branding, development and marketing action plan. The new brand promise is, “That’s the way we do things here. Louder. Bolder. Brighter. Better”.

The branding plan presents an excellent opportunity to position the Tri-Cities, and specifically Kennewick, as THE best destination the in the northwest for establishing, growing, or relocating a business, as the “Better Choice” for raising a family, and as one of the Northwest’s best places to visit (*Roger Brooks International*).

The Kennewick logo has been updated in 2015 to meet the graphic design standards of the branding plan and our marketing messages have integrated the exclamation point to denote that everything we do we do with strong feelings and high energy.



The City of Kennewick Economic Development staff has embarked on several initiatives to promote the connection from the waterfront to the downtown area and as a result of these many efforts have been recognized as a quarter-finalized in the America’s Best Communities award sponsored by Frontier Communications. The initiative addresses “Transforming and Connecting” the riverfront to the historic downtown and includes banners, a Shop Kennewick campaign, workforce development opportunities, business development and retention efforts and festival events including the reengineering of the “First Thursday” event in Historic Downtown.

In 2014 the City launched Shop Kennewick and City Facebook pages which promote the America’s Best Communities initiative, downtown events, riverfront activities and development. The city has also launched a mobile app to highlight activities in Kennewick, including those in the downtown area.

Kennewick is located astride Interstates 82, 84, and 182, and State Routes 12 and US- 395 - the most heavily traveled highway corridors in eastern Washington and Oregon. Kennewick is provided the only direct west connections via I-84 to the Columbia Gorge, Portland, and the coast, and east connection to Salt Lake City, Spokane. Kennewick is provided the only north-south connections to Seattle via I-82/SR-12 and Spokane via I-182/US-395.

Kennewick is connected to history and Richland and Pasco (the other tri-cities) via the Sacagawea Heritage Trail that loops around both sides of the Columbia River on the I-182 and US 395/Cable Bridges. Lewis & Clark’s Eastbound Trail is located just south of Kennewick city limits. The Toyota Center and Arena, Convention Center, and East Benton County Museum, Fairgrounds, and Horse Racing Track attractions are located in Kennewick. Kennewick also hosts the annual 2 day Columbia Cup hydroplane races during the Tri-City Water Follies in the Columbia River opposite Columbia Park – the only natural shoreline along the river.

Continued growth on Clover Island has addressed many of the assets that were identified as needing to be enhanced and developed in Kennewick, as well as the Port of Kennewick’s purchase of many of the properties along Columbia Drive for the placement of a Artisan Wine Village with retail and other components positioned to attract visitors to the downtown area.

Economic Development and Planning staff from the Port, City and downtown has begun to create a great deal of synergy through the mobile app, website enhancements and social media, although much work needs to continue to occur.

Community/business/tourist oriented websites should provide basic information about attractions, events, visitor and business services, transportation, and available business and residential properties. The sites should be interactive linking maps, photos, and streaming videos from business outlets and community organizations. . A great example of a newly created alternative a newly created interactive art map, containing information on each art piece in Kennewick, most of which are clustered in the downtown corridor and on Clover Island.



The sites should also collect and distribute information about coming events, sales, promotions, and other activities of interest to residents as well as tourists by way of an ever expanding e-newsletter and micro-blogging roster. And, the sites should assemble e-mail and e-newsletter lists by which to forward interested parties updates on events, new business opportunities, and other information.

Action

The Kennewick Economic Development staff, downtown merchants, Port of Kennewick staff and the HDKP will continue to:

- Provide Facebook and Twitter updates on events and activities in the downtown and Clover Island area
- Provide rack cards for the Shop Kennewick and First Thursday events in the downtown area.
- Realize ways to enhance visibility of the Bridge to Bridge area through website enhancements and updates.

□ *Expand city marketing/tourism technology* – using Google’s “Let’s put our cities on the map” program, Facebook, Twitter and other social media, to create the following:

- *Enhance Economic Development and Tourism visibility* - with the updated brand, and logo , embedded search engines, streaming pictures, city maps, and external linkages
- *Attractions pages* – with pop-up maps and sidebars on area climate and geography, demographic and economic statistics, city and area history, and recreation facilities sitemaps and photos
- *Events pages* – with calendar schedule and event planning information on facilities, florists, food catering, musicians, party rentals and supplies, and photographers

- *Visitor services pages* – with pop-up maps and sidebars on dining, lodging, and shopping businesses including direct linkages to each business website, e-mail, streaming videos, and other proprietor promotional materials
- *Business investment pages* – including linkages with pop-up maps and sidebar info to area multi-list realtors with information on available business properties of interest to merchants and businesses interested in locating or investing in Kennewick
- *Resident services pages* – including linkages with popup maps and sidebars on schools, churches, and realtors with information on available housing properties of interest to existing residents and households interested in living in Kennewick
- *Transportation pages* – including pop-up maps and sidebar info on automobile routes, transit, taxi, and limousine services, Amtrak railroad, and airplane and airport schedules
- *Gallery pages* – including factoid sheets, downloadable photo galleries, e-postcards, e-newsletter sign-ups, and requests for brochures or other promotional materials

Continue to publish coordinated print collateral materials - including typography, color, placement, and other preliminary style guide contents for the following:

- *Correspondence* – including letterhead, business cards, envelopes, labels, and other correspondence materials
- *Brochures* – including transmittal folders with insert pockets and templates for insert or hand-out sheets, CDs, and DVDs with detailed information on trade area demographics, finance, property listings, and other marketing materials
- *Flyers* – including single, double, and tri-fold handouts and inserts for ferry, motel, convention center, and other promotional stands and exhibits
- *Advertising templates* – including single and multiple page banners and inserts for merchant group advertisements in newspapers and magazines

Participants

Approval - City Council

Lead - Economic Development staff and HDKP

Other -

- Port of Kennewick
- Kennewick Auto Dealers Association
 - Downtown merchants
- Council of Governments EDC
- TRIDEC
- Tri-Cities/Hispanic Chambers of Commerce
- Realtors and developers

Funding

Design and production of updated marketing materials and websites could be funded with:

- General Fund Property Taxes (Ptax)
- Hotel/Motel lodging taxes (HMTax)
- Washington State Department of Commerce Tourism Marketing Program (TMP)
- TRIDEC, Chambers, Port, and realtor, lender, and other private sources
 - America’s Best Communities

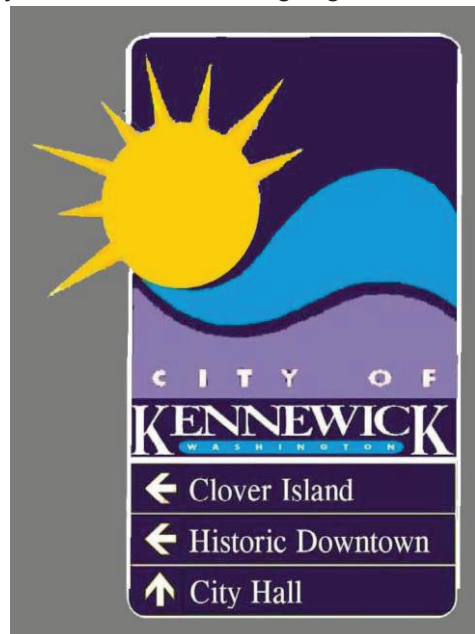
6: Install historic district, gateways, and wayfinding signage Historic district designations

Particularly national landmark designations, signify a city’s valued assets, attract tourist interest and visits, and promote building and property investments. Kennewick’s distinctive historic downtown is viable and preserves significant buildings and characters that define the place. Few cities originally possessed as much architectural heritage, or have been able to preserve as much of the original buildings as downtown Kennewick.



However, for all practical purposes, the district is invisible to outsiders, particularly out-of-region visitors and tourists who pass by on Interstate 82 and 182, or even through town on US- 395, SR-240 and SR-397 or even on most major arterial roadways – other than the signage on Benton Street’s intersection with Columbia Drive. Without recognition, Kennewick is unable to capitalize on its historical asset to the extent that other cities have, some with less potential, and that it ought to be able to with effective publicity and signage.

Gateways - define the edge of the city or district so that passers-through recognize that the area beyond the gateway has special significance. The ancient Chinese used a progressive series of more intensive and imposing gateways to define roadways as they entered the empire and traveled to the centermost places of commerce and power.



The boundaries of the BB/RR and downtown are not well defined, and in some places along Columbia Park Trail, Columbia Drive, Kennewick Avenue, Interstate 82, SR-240 and US-395, and SR-397/Gum Street are not distinguishable from outer unincorporated areas. The city needs to install gateways that define the BB/RR and downtown’s edge, give importance to major entryways, and establish an image or identity that is unique to Kennewick – as the Port of Kennewick has recently done to the entry to Clover Island.

Wayfinding - while gateways define entry into the BB/RR and downtown, wayfinding signs establish an identity and system of visual directories that guide visitors to major destinations, public facilities, parking areas, and otherwise highlight attractions and important places.

Properly designed, wayfinding signage also implement a branding message by incorporating logos, themes, colors, typography, and other visual and graphic imagery.

Properly implemented, wayfinding signage can also incorporate sub-themes or motifs that establish distinct neighborhoods and districts within the larger city as a way of recognition important to local residents.

Kennewick lacks a wayfinding system – a serious deficiency in a city that is defined by a series of intersecting grid roadways, railroad crossings, and bisecting interstate highways and bridges – and which is relatively invisible and incomprehensible from the interstate highways.

Action

Therefore, the Economic Development staff will work with the Washington State Department of Transportation (WSDOT), Benton County and Kennewick Public Works Departments to:

- Have WSDOT install* – historic district signage for the downtown on US-395, SR-240 and SR-397 exit ramps to the newly constructed roundabouts.
- Install historic district directional signage* - on other local roadways leading into the BB/RR and downtown including Kennewick Avenue, First Avenue, and Gum Street.
- Design and install gateway or entry improvements* – including the graphic concepts, sign standards, and other particulars that identify entry into the BB/RR and downtown based on variations of the city’s established sun and river logo elements on SR-240 and SR-397, US-395, Columbia Park Trail, Columbia Drive, Fruitland, Benton, and Washington Streets.
- Install way-finder signage* – including graphic concepts, sign standards, and placement strategies identifying routes to and locations of Columbia Park, Duffy’s Pond, Clover Island, the downtown, and Civic Center with city hall, police station, library, schools, parks and trails, and other key sites that define the BB/RR and downtown.

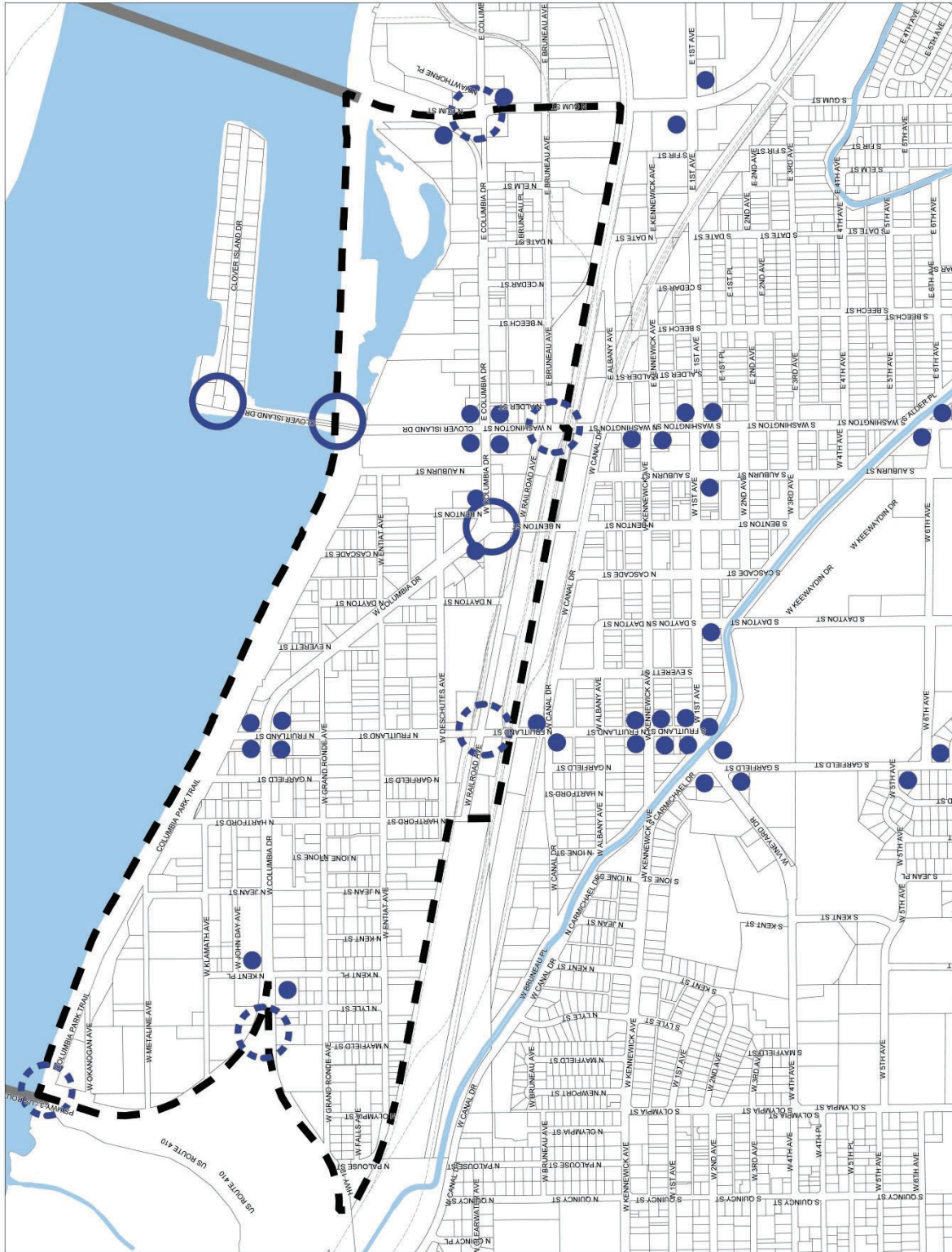
Participants

Approval - City Council

Lead - Economic Development and Public Works Departments

Others -

- HDKP
- Port of Kennewick
- Kennewick Auto Dealers Association
- Tri-Cities/Hispanic Chambers of Commerce



Proposed gateways/wayfinding signage

Gateways to BB/RR at Columbia Trail, Columbia Drive, and Railroad Avenue

Wayfinding signage for Columbia Park, Clover Island, Historic Downtown, Civic Center, Library, Outdoor Pool, Schools, Parks, etc.

-  Existing Gateways
-  Proposed Gateways
-  Proposed Wayfinding Signage

Funding

Historic district signage, gateway, and wayfinding improvements will be funded with proceeds from the:

- Hotel/Motel Lodging Tax (HMtax)
- Real Estate Excise Tax (REET)
- General Fund's property tax (Ptax)
- Washington State Department of Commerce's Tourism Marketing Program (TMP)
- Rural Tourism Development Program (T+RTDP)
- Historic Downtown Kennewick Partnership
- Port of Kennewick

Note – WSDOT will continuously maintain all historic district signage on US-395, SR-240, and SR-397 at no cost after Kennewick has reimbursed WSDOT for the initial fabrication and installation cost.

DESIGN STANDARDS

7: Update/refine zoning designations

Kennewick currently has 7 residential zones, 8 commercial zones, 4 industrial districts, and 4 other districts including public facilities, parking, and open space. The BB/RR area is designated by 4 zones including:

- High Density Residential zoning* - of the properties within the single family neighborhood located between Columbia Drive and the railroad tracks west of Dayton Street and the single family residential and trailer parks north of Columbia Drive between Dayton and Auburn Street;
- Industrial zoning* - of the properties located south of Deschutes Avenue and Columbia Drive that border the railroad spur and mainline tracks;
- Commercial zoning* - of the properties bordering both sides of Columbia Drive and all parcels north to the river levee including Clover Island; and
- Public Facility zoning* - of Fruitland Park located between Fruitland and Garfield, and Entiat and Deschutes Avenues bordering the single family neighborhood.

Generally, the existing zoning designations reflect the land use element of the city's comprehensive plan and past ambitions for the BB/RR area. However, in some instances, the zoning is not entirely appropriate or refined enough to reflect the potentials that have emerged from this planning effort. For example:

- Single family neighborhood* – between Columbia Drive and Railroad Avenue and the tracks, and west of Fruitland is composed of single family, some duplex, and a few townhouse and apartment structures.

Neighborhood structures are in good condition including some new infill houses. The neighborhood is fairly stable, and except for the houses that are located north of Grand Ronde Avenue that abut the commercial uses on Columbia Drive, the boundaries are well defined.

The neighborhood should maintain the Residential, High Density (RH) or be rezoned to Residential, Medium Density (RM) to reflect existing conditions and provide the stability and suitable environment appropriate to promote family life in an urban setting.

□ *Industrial district uses* – are located south of Deschutes and Bruneau Avenues to the Union Pacific (UP) and Burlington Northern Santa Fe (BNSF) railroad spurs and mainline tracks.

Some of these uses evolved from railroad oriented or serviced industrial activities including scrap yards, tank fuel processing and storage, food processing plants, millhouses, and warehouses. At the present time, very few of these businesses are dependent on rail service and most move products in and out of the area on trucks and trailers.

A variety of other non-rail oriented industrial, manufacturing, construction, and warehousing activities have located in the industrial area due to its ready transportation connections to the Tri-Cities and surrounding region. These business enterprises will likely remain viable uses in the industrial district unless or until land values increase to the point where such low capital intensive activities will seek to locate to other accessible but lower cost properties in the region.

The industrial district should remain zoned Industrial, Light (IL) though the boundaries should be refined to reflect current usage and allow commercial or mixed use activities north of Bruneau Avenue and east of Elm Street.

□ *Auto Row commercial* – is located on Columbia Drive from US-395 or the access to the Blue Bridge east to Fruitland with some auto and recreational vehicle (RV) dealers and repair services scattered amid gas stations, food stores, restaurants, and office buildings on Columbia Drive further east to Cascade.

Dealerships located west of Fruitland, including the Audi/VW dealer, have invested considerable funds in showroom, service, and other structures on site. Most dealerships, however, particularly those located east of Fruitland, are largely paved parking lots with minimal other improvements.

Like some of the industrial uses, these low capital intensive businesses will remain viable in auto row unless or until land values increase to the point where such low capital intensive activities will seek to locate to other accessible but lower cost properties in the region.

A new zoning district catered to automobile oriented uses should be created and this portion of Columbia Drive should be rezoned to reflect current use and the capital investment that has been made for new facilities and site improvements by auto dealers as well as the construction companies and operators within the area.

□ *Mixed use* – the remainder of Columbia Drive frontage and the properties located north of Columbia Drive to the river levee are currently occupied by low intensity commercial and related business uses fronting on Columbia Drive, trailer parks, some scattered single family residential housing, and a significant amount of underutilized and vacant land – particularly in the northwestern corner.

These segments of the BB/RR area provide the most opportunity for new urban neighborhoods combining ground floor retail, entertainment, personal services, and other pedestrian-related activities with upper floor office and residential uses. The area is centrally located to regionally accessible arterial roadways (Columbia Drive, US-395, and SR-397), on major transit routes, within walking and biking distance of the river levee and trails, downtown, and civic center parks and public facilities. In effect, the area has potential for being developed into a fully sustainable neighborhood providing opportunities to live, work, and play within the immediate area.

Kennewick zoning classifications include the Historic Mixed Use (HMU) district which is intended to provide a “stable living environment for residents and proprietors choosing to locate in a historic setting, which includes limited small-scale commercial retail and non-retail uses within walking distance of those residents.”

However, the HMU district does not allow residential or mixed use structures and is limited to the boundaries of the historic downtown with additional restrictions intended to retain structures and uses which are compatible with historic buildings and designs.

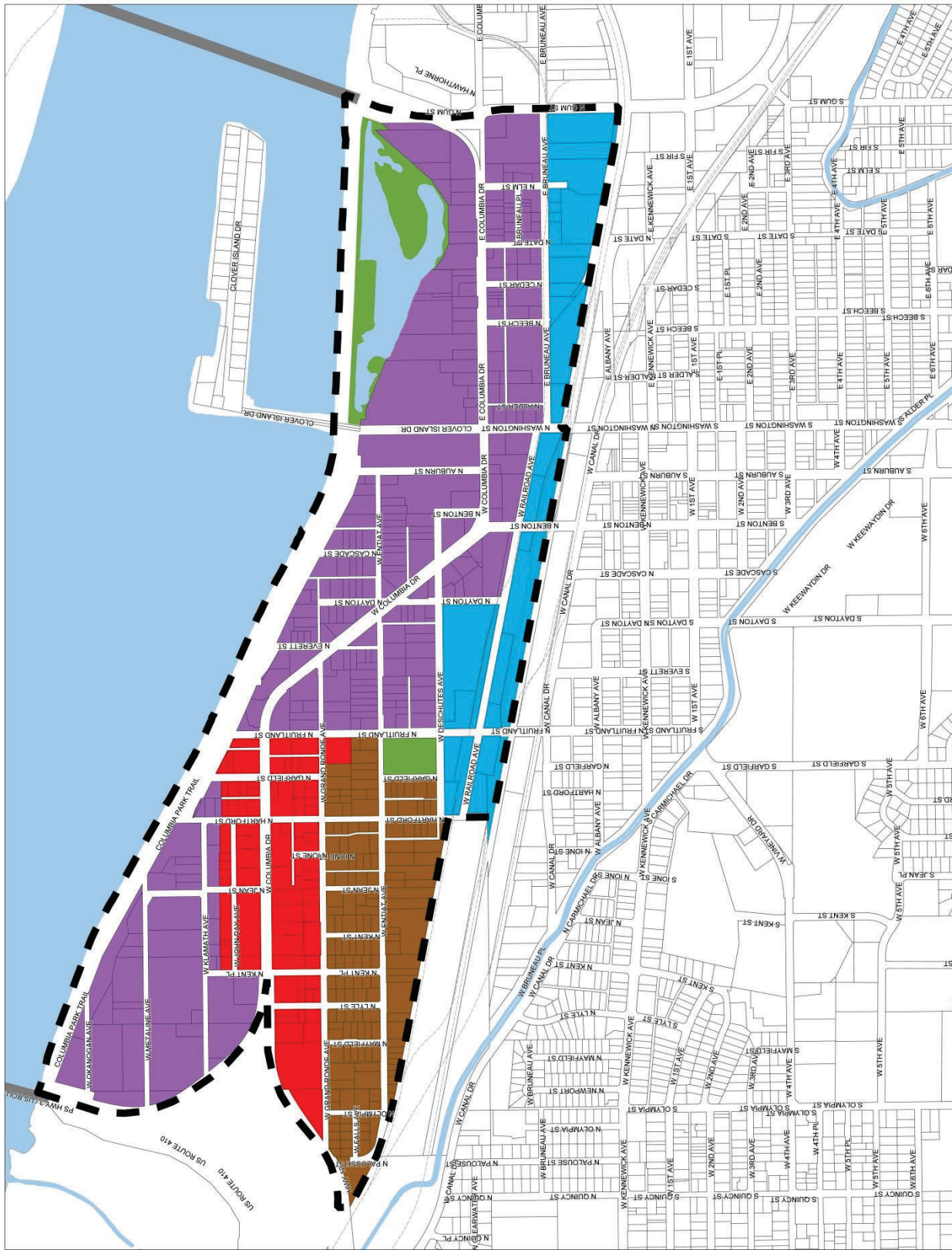
Kennewick’s Residential High Density (RH) district allows urban density residential uses but not mixed use, is restricted to a 45 foot height limit, and a maximum density of 27 units per acre.

Neither the HMU or RH zoning classifications provide for a mixed use designation where retail, office, and housing can be incorporated into mixed use structures – particularly in urban settings oriented to street-front pedestrian activities and circulation, with common or consolidated public/private focal and activity accent points, and of densities compatible with platform building sufficient to offset the economic cost of revitalization and redevelopment. Nor are either of these districts easily modified to do so without altering the impact the districts are intended to have on the downtown or elsewhere in the city.

Action

Therefore the Community Planning Department will work with the Planning Commission and City Council to:

- *Amend the Zoning Map of the City of Kennewick* – to retain Industrial Light (IL) zoning along the railroad corridor, create a new zoning district entitled Commercial, Auto Row on Columbia Drive west of Fruitland St., and retain the residential neighborhood on Grand Ronde and Entiat Avenues as Residential, High Density (RH).
- *Amend Chapter 18.03 of the Municipal Code to create a Mixed Use (MU) zoning district and a Commercial, Auto Row (CAR) zoning district* - using the footnotes in Table 18.12.010: Use and Standards Table, the designations in Table 18.12.010 A.2: Table of Residential Site Development Standards, the designations in Table 18.12.010 B.1: Table of Non- Residential Uses, designations in Table 18.12.010 B.2: Table of Non-Residential Site Development Standards and other provisions of Chapter 18.03 to implement appropriate mixed use developments in the BB/RR area and identify uses and standards for auto row development.



Participants

Approval - City Council

Lead - Community Planning Department and Planning Commission

Others -

- HDKP
- Port of Kennewick
- Kennewick Auto Dealers Association
- Tri-Cities/Hispanic Chambers of Commerce
- Business and property owners
- Citizens at large

Funding

Zoning map revisions and development of the Mixed Use (MU) and Commercial, Auto Row (CAR) district provisions will be funded with:

- General Fund Property Taxes (Ptax)

8: Adopt design standards for BB/RR mixed use Historical legacy

Kennewick retains a significant inventory of contributing historical buildings and landmarks in the designated historical downtown district on Kennewick Avenue. Kennewick’s historical legacy is critically important to the city’s identity and potential for promoting a unique brand and sense of place.



Some of the downtown’s historical buildings have been retained, restored, and enhanced using HDKP and Kennewick Community Development Block Grant (CDBG) assistance programs. Other existing buildings in the districts, which may or may not be historically significant, must also be retained to preserve the architectural scale, pedestrian-friendly, unique setting and sense of place the historical buildings create.

New building developments within the downtown district, including structures to be built in vacant or underused properties, must be designed to be compatible and complimentary with the existing architectural heritage to retain a building and district context.



New developments – to be built along Columbia Drive, around Duffy’s Pond, and elsewhere along the stormwater swale and levee, however, should reflect mixed-use projects of retail, office, and housing

structures.

Prototypical projects can utilize “platform” building constructions composed of concrete and steel ground level retail and parking “platforms” with stick-built residential units over top up to the maximum heights allowed by building and fire codes (5 floors of housing if built with wood components).

Platform building designs are relatively cost and site efficient avoiding the high cost and structural problems associated with underground parking garages, particularly within flood zones and alluvial river plains. Applied to Kennewick, platform buildings locate housing units above the levee and flood level along the riverfront avoiding flood zone restrictions for housing and providing views over the levee of riverfront activities.

However, to be design effective, platform building developments must incorporate interesting ground level retail and pedestrian friendly activities and streetscape improvements including signage and landscaping; articulated upper floor building features including balconies, terraces, and other modulations; scaled and colorful building materials including “greenscape” features; and appropriate site placement to avoid walling off views with blocky building masses.

Quality building, signage, and landscape designs and enhancements are not expensive, increase the curb appeal and value of the property, and are generally provided by the same developments in surrounding cities as either public requirements, or by the developers recognizing the value of the improvements.

Action

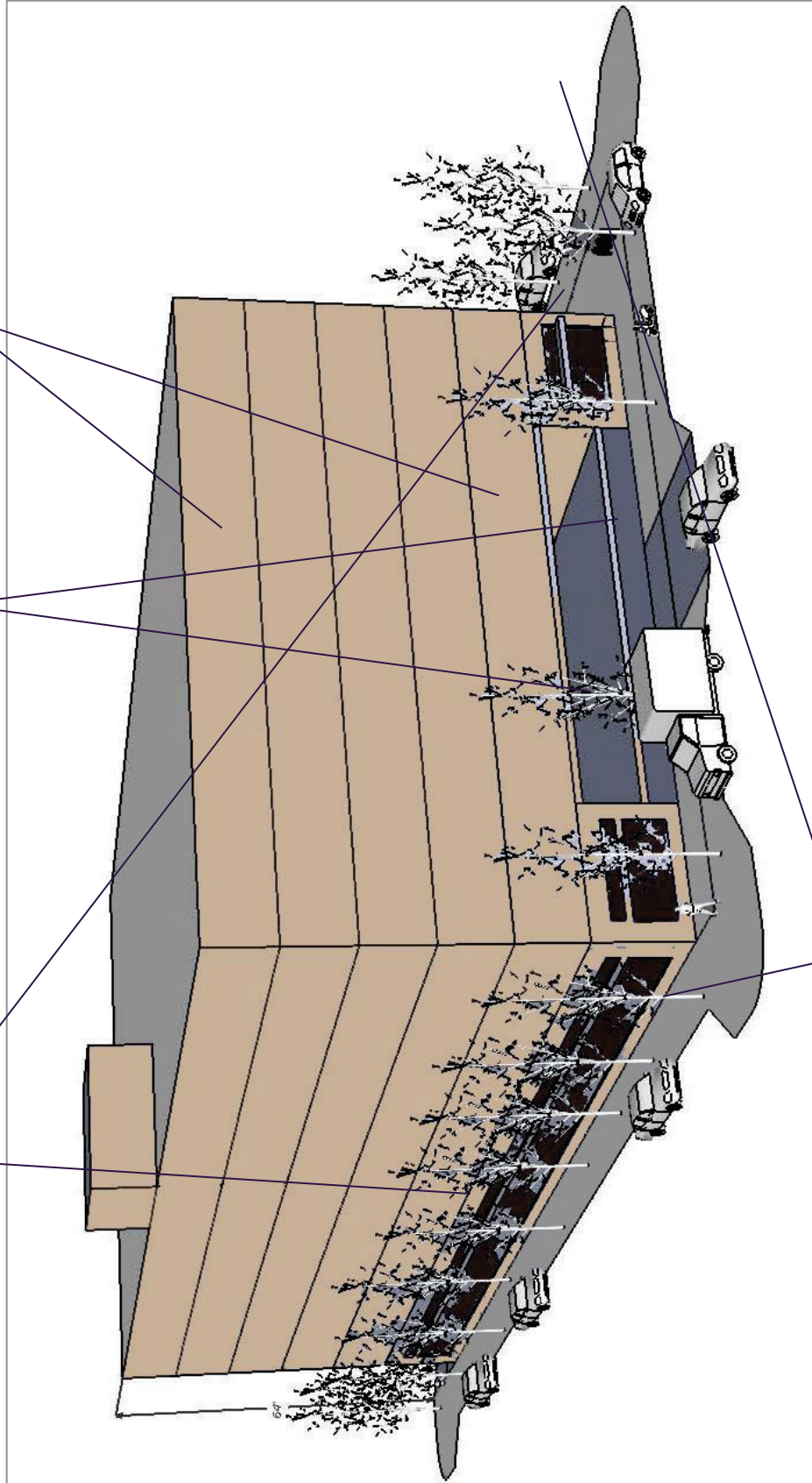
The Community Planning Department will:

- Adopt historical building design guidelines* – specifying the characteristics to be retained, reconstructed, and enhanced in contributing and non-contributing buildings and infill developments in the historic downtown.
- Adopt new building design guidelines* – specifying building articulations, placement, size and mass, frontages, entries, parking, and other characteristics of new mixed-use developments on Columbia Drive, around Duffy’s Pond, and elsewhere in the mixed-use districts in the BB/RR area.
- Adopt signage design guidelines* – specifying the purpose, type, number, size, graphic content, lighting, and other characteristics of property and building signage, including the historic downtown district and BB/RR to improve the impact of business, promotional, and other advertising signage on the property, downtown district, and from the roadway and pedestrian areas elsewhere in the city.

Retail or other pedestrian friendly activities fronting onto main streets

Platform with 2-level parking deck – 1 level down and 1 level up ramped from street level with retail or other pedestrian friendly activities fronting onto main streets

Up to 5-story mixed income stick-built housing developed to the allowable parking capacity.



Retail parking provided on-street in parallel or angled parking

Illustrative developments – Mixed-use prototype – low density
Same prototype can be developed in 100-160 foot wide modules incorporating additional parking deck floors for higher density. Upper stores can be offset to provide terraces or varying visual accents.

Adopt landscape design guidelines – specifying low maintenance, native materials that provide ground cover, seasonal color, and visual interest for low upkeep but maximum visibility, street trees for accent and canopy, and other landscape improvements for existing and new developments throughout the BB/RR area.

Participants

Approval - City Council

Lead - Community Planning Department and Planning Commission

Others -

- HDKP
- Port of Kennewick
- Kennewick Auto Dealers Association
- Tri-Cities/Hispanic Chambers of Commerce
- Business and property owners
- Citizens at large

Funding

Building, signage, landscape ordinances and design guidelines and improvements will be funded with:

- Commerce Growth Management Planning (GMP) funds
- General Fund Property Taxes (Ptax)
- Reimbursement from public and private developments

DESIGN/DEVELOPMENT INFRASTRUCTURE

9: Fill/soft armor select river shoreline areas for fish habitat

The river flood levee constructed along the BB/RR shoreline from the US-395/Blue Bridge to the SR-397/Cable Bridge is composed of rip rap rockery devoid of any vegetation or sandy shoreline. The levee edge along the river in particular, lacks any softening vegetation or sandy beach or soft armoring areas vital for fish habitat – and to soften the aesthetic impact.

The Port of Kennewick has successfully obtained US Corps of Engineers, Washington State Departments of Ecology (DOE) and Fish & Wildlife (DFW), and Umatilla Tribe reviews, permit approvals, and completed ensuing shoreline enhancement projects around Clover Island to improve fish habitat for this purpose.

The same enhancements should be done for the levee rockery along the river shoreline between the Blue and Cable Bridges.

Action

Therefore, the Community Planning Department will:

- Inventory, design, submit, and accomplish project applications* – to the Corps, DOE, DFW, and Umatilla Tribe for the installation of sandy, soft armoring shoreline enhancements at select and appropriate locations along the river levee shoreline between the Blue and Cable Bridges.

Participants

Approval - City Council

Lead - Community Planning Department

Others -

- US Army Corps of Engineers
- Washington State Department of Ecology (DOE)
- Washington State Department of Fish & Wildlife (DFW)
- Umatilla Tribe
- Port of Kennewick

Funding

Shoreline enhancements for fish habitat can be funded with:

- Washington State Department of Natural Resource (DNR)
- Aquatic Lands Enhancement Act (ALEA)
- Resource Conservation Office (RCO) park and wildlife grants
- General Fund property taxes (Ptax)

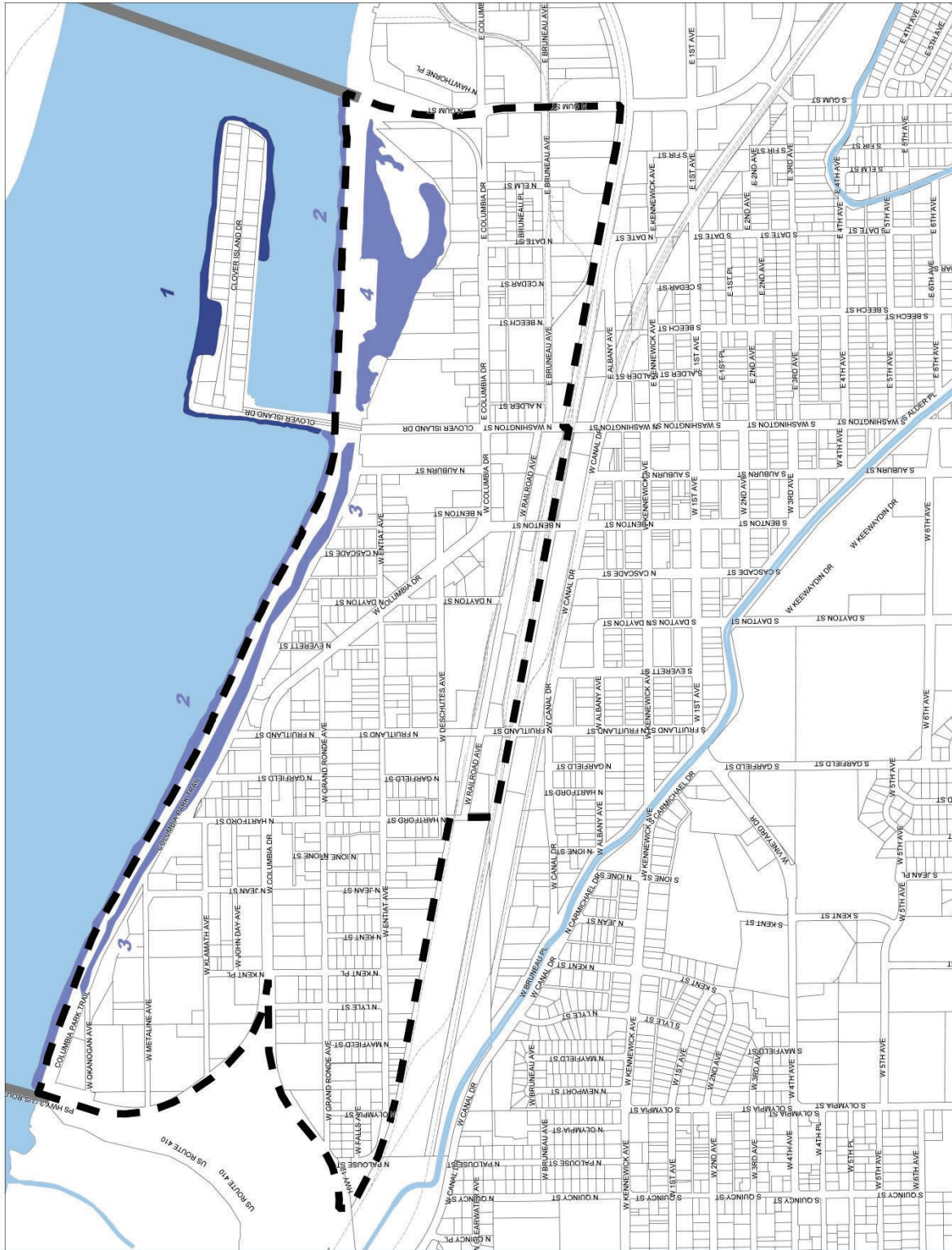
10: Install stormwater swale/river levee enhancements

The stormwater swale that extends on the inside of the river flood levee from the Blue Bridge to Duffy’s Pond is owned by the US Corp of Engineers including Duffy’s Pond.

The swale, which was originally a series of deep collection ditches, was constructed to collect stormwater runoff from the properties located within the low lying area south to Columbia Drive and below the flood level of 350 feet. Stormwater collected and drained east through the ditch to Duffy’s Pond where the overflow was pumped into the Columbia River.



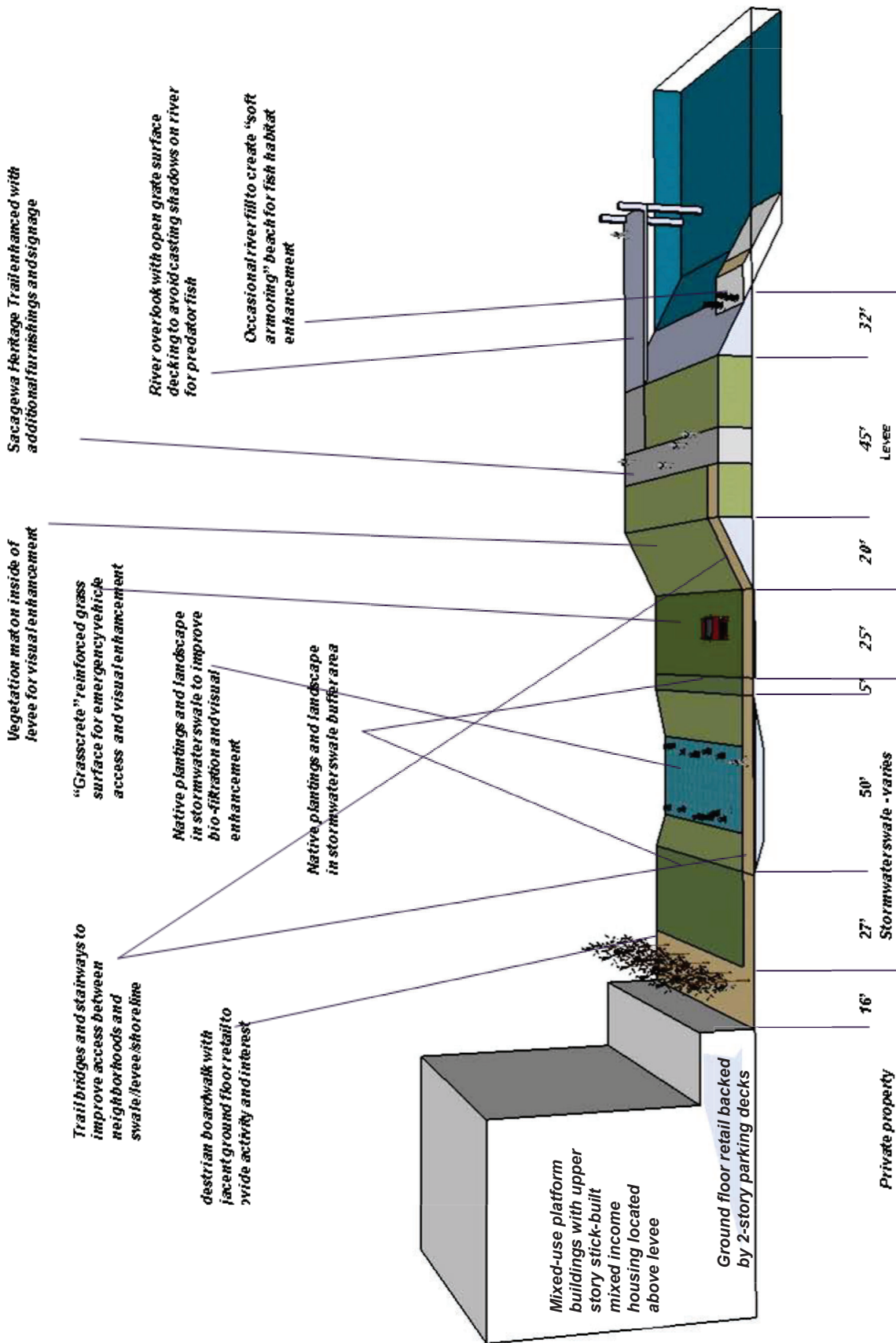
Due to the ditch depth, some waters remained in the ditch during dry periods stimulating vegetation growth which required periodic cleanouts, and hosting mosquitoes which required periodic pesticide spraying.



- Existing shoreline enhancements
- Proposed shoreline enhancements
- Irrigation Canal

Proposed shoreline enhancements

1. Clover Island shoreline enhancement
2. Columbia River shoreline enhancement
3. Duffy's Pond restoration/enhancement
4. Stormwater swale enhancement



Swale/levee enhancements – typical section

As a result of these conditions, Kennewick leased the ditch and Duffy's Pond from the Corp, installed underground collection pipes and above ground collection grates, and partially filled the ditch to create a graduated swale. The swale was seeded with grass, planted with some vegetation on the buffer areas, and furnished with some scattered picnic tables and shelters. (Kennewick initially intended to completely fill the ditch to the same elevation as surrounding properties but had to cut back on the project due to the size and cost of the underground pipe and Corp concerns about stormwater handling capacity during peak rains.)

As is, the swale and the rockery of the inside edge of the river flood levee represent a formidable physical and visual barrier to the river from the frontage properties along the swale and from public roadways with views of the swale and levee.

Action

Therefore the Community Planning Department will work with the US Corp of Engineers to:

- Install a vegetation mat on the inside face of the river flood levee* - to soften the view and provide aesthetic interest. The mat will provide a surface upon which native, drought tolerant native ground cover plants can grow that will not root into and lessen the integrity of the levee – and block views from fronting property developments.
- Install “grasscrete” or similar structural underground material that allows grass to grow through the grid* – removing Columbia Park Trail roadway (see task 12) and the asphalt and gravel surface of the emergency access roadway that extends from the Blue Bridge to the Cable Bridge. Grasscrete will support emergency vehicles and access but provide a grassy surface that can be walked on and used as a linear park.
- Install native plant materials and rockery within the swale* – to slow and bio-filtrate stormwater runoff and provide aesthetic interest. Native plantings can withstand periods of rain and sun, minimize maintenance requirements, and soften the stormwater swale edges. In some instances, the swale may be reconfigured to provide the same collection capacity but lessen the linear geometrical appearance.
- Install grass, street trees, and furnishings on the inside swale buffer* – to provide a visual accent, active park space, and support the construction of pedestrian trails and boardwalks on frontage property developments.
- Construct bridges and stairways across the swale and up the inside levee face* - to connect the BB/RR neighborhood, frontage properties, and boardwalk/trails on the inside of the swale with Sacagawea Heritage Trail on the top of the levee. The bridges and stairways will create a series of trail loops increasing access between these enhancements and the riverfront.
- Install wayfinding and directory signs, interpretive exhibits, picnic tables, and shelters* – on the Sacagawea Heritage Trail on top of the levee, along the edge of the emergency access grasscrete linear park, and along the buffer on the inside of the swale to increase amenities, interest, and the visual appeal of the swale/levee corridor.
- Install an artworks gallery* – along the trail and swale corridor and viewing areas that features the work of local artists that are displayed on a consignment basis for public appreciation and sale.

Participants

Approval - City Council

Lead - Community Planning Department

Others -

- US Army Corps of Engineers

- Washington State Department of Ecology (DOE)
- Washington State Department of Fish & Wildlife (DFW)
- Umatilla Tribe
- Port of Kennewick
- Property owners and residents
- Citizens at large

Funding

Levee plantings, grasscrete installations, swale and buffer plantings and furnishings will be funded with:

- Stormwater Utility Fee (SDUFee)
- General Fund property taxes (Ptax)
- Department of Ecology (DOE) Centennial Fund grants
- Resource Conservation Office (RCO) wildlife and park grants
- Private monies (Prvt) from developers of adjoining properties

11: Acquire/develop BB/RR parks

Columbia Park is a significant regional asset providing a variety of natural areas, waterfront shorelines, boat access, hike and bike trails, playgrounds, picnic shelters and kitchens, and other activities and amenities.

There are no comparable park improvements or riverfront access points, however, within the BB/RR area even though past and present proposals envision a significant population living along the levee and shoreline. Sacagawea Heritage Trail provides a linear access the length of the shoreline but other than levee-top furnishings, does not access an adjoining trailhead with parking, comfort, convenience facilities, viewpoints, picnic shelters, or waterfront access opportunities.



Public access with over water landings and viewpoints, trail and park activities, and trailhead services must be installed within the BB/RR area to support future neighborhood residents as well as provide for tourists and users from the city at large. These public access nodes should be located to provide visual connections between the swale/levee and pedestrians, bicyclists, and vehicles on adjoining roadways – particularly Columbia Drive and Fruitland, and Columbia Drive and Duffy’s Pond to integrate and interest the surrounding area with the riverfront.

Action

Therefore, the Community Planning and Parks Departments will:

- Acquire a public park property between the swale/levee and Columbia Drive at Fruitland Street* – and construct an overwater landing and viewpoint – possibly with water edge access, interpretive exhibit and artworks, picnic shelter and kitchen – possibly with vendor concessions, comfort station, parking, and transit stop.
- Acquire a public park property between Duffy's Pond and Columbia Drive* – and construct a major park/entryway into the site with hardscape plazas with interpretive exhibits and artworks, spray water features or fountains, amphitheater, playground, picnic shelter and kitchen – possibly with vendor concessions, comfort station, parking, and transit stop. Depending on the Port of Kennewick's Master Plan for Duffy's Pond, extend the park/entryway around Duffy's Pond furnishing the wetland buffer area with perimeter access trails, benches, and other amenities.

Participants

Approval - City Council

Lead - Community Planning and Parks
Departments

Others

- Port of Kennewick
- US Army Corps of Engineers
- Washington State Department of Fish & Wildlife (DFW)
- Washington State Department of Ecology (DOE)
- Umatilla Tribe
- Property developers
- Property owners and residents
- Citizens at large

Funding

Acquisition and development of public and publicly-accessible parks will be funded with:

- General Fund property taxes (Ptax)
- Real Estate Excise Tax (REET)
- Tourism Hotel/Motel Tax
- Washington State Department of Natural Resource (DNR) - Aquatic Land Enhancement Act (ALEA) grants
- Resource Conservation Office (RCO) wildlife and park grants
- Park impact fees (Park fee) or fees-in-lieu from private monies (Prvt) from developers of adjoining properties and/or
- Late-comer fee charges of adjoining and succeeding property developments within the BB/RR area

12: Reconfigure road network

The road network in the BB/RR area is a reflection of the historical grid system defined between the river and the downtown. Deviations from the grid are defined by Railroad Avenue and West

Canal Drive that front on the railroad, and Columbia Park Trail that is aligned from the Blue Bridge to Fruitland Street on the emergency access road bench adjacent to the river flood levee.

□ *Columbia Drive* – is the eastern surface arterial roadway extension of SR-240 between US-395/Blue Bridge and SR- 397/Cable Bridge.

The 4 traffic and 1 median turn lane roadway is controlled by the newly constructed roundabouts with SR-240 and US-395, then by traffic signals at Fruitland, Washington, and SR-397/Gum Streets. In 2008, traffic volumes during a 24 hour average daily traffic (ADT) period on Columbia Drive were 23,630 vehicles between US-395 and Fruitland, 20,140 vehicles between Fruitland and Washington, and 17,849 vehicles between Washington and Gum Streets.

By comparison, ADT was 4,664 vehicles on West Canal Drive, 5,542 vehicles on Kennewick Avenue, and 9,908 vehicles on First Street through the downtown. ADT was 8,467 vehicles on Fruitland, 2,824 vehicles on Benton, 9,233 vehicles on Washington, and 18,928 vehicles on SR-397/Gum Streets between Columbia Drive and West Canal Drive. In essence, approximately 17,800 vehicles are through traffic between US-395/Blue Bridge and SR-397/Cable Bridge while 6,000 vehicles turn on and off Columbia Drive at Fruitland, Benton, and Washington Streets for downtown or other southbound destinations.

Generally, Columbia Drive is capable of managing this volume and even more traffic if cross traffic turns, curb cuts, and other local access traffic are properly controlled. The median lane should be curtailed to only provide left and right turn movements at major streets or traffic controlled intersections for this purpose.

□ *Columbia Park Trail* – extends along the complete riverfront shoreline from I-182/SR-240 east under SR-240 and through Columbia Park and under US-395/Blue Bridge into the BB/RR area to Fruitland Street.

Columbia Park Trail roadway segments between I-182 and Columbia Center Boulevard are relatively heavily travelled providing access to adjacent commercial and industrial uses and the city's major arterial and highway interchange connections. The 2-lane roadway extension through Columbia Park and into the BB/RR area, however, is relatively lightly traveled except during seasonal events like the Tri-City Water Follies and Columbia Cup hydroplane races in the park.

Columbia Park Trail's alignment from the Blue Bridge to Fruitland Street was likely a matter of convenience making use of the flood levee's emergency access road bench for the roadway's alignment – particularly as the road had light traffic bound for the park. The roadway was not aligned for access or view purposes since it is separated from adjacent properties by the stormwater swale and located below the top of the levee and therefore, unable to view the riverfront.

Columbia Park Trail's alignment provides another physical and visual barrier between the BB/RR area and the riverfront and serves no local access or traffic collection purpose. The road should be relocated south of the swale to improve aesthetics and provide interior access to the large relatively landlocked properties that front on the swale.

□ *Railroad/Bruneau Avenues* – are local industrial roads that provide access to the railroad-oriented industrial activities located along the Union Pacific (UP) and Port of Kennewick rail

spurs and main lines. Portions of both roadways still retain spur tracks and some adjoining UP and Port rail right-of-way.

The west end of Bruneau Avenue ran through the Welch's Company food processing plant, which eventually developed on both sides of the road and even included an underground tunnel connection from the main plant on the south side of the road with the storage warehouse on the north side. This portion of the roadway was eventually vacated to provide the plant complete and secure control of the road through the plant's operations.

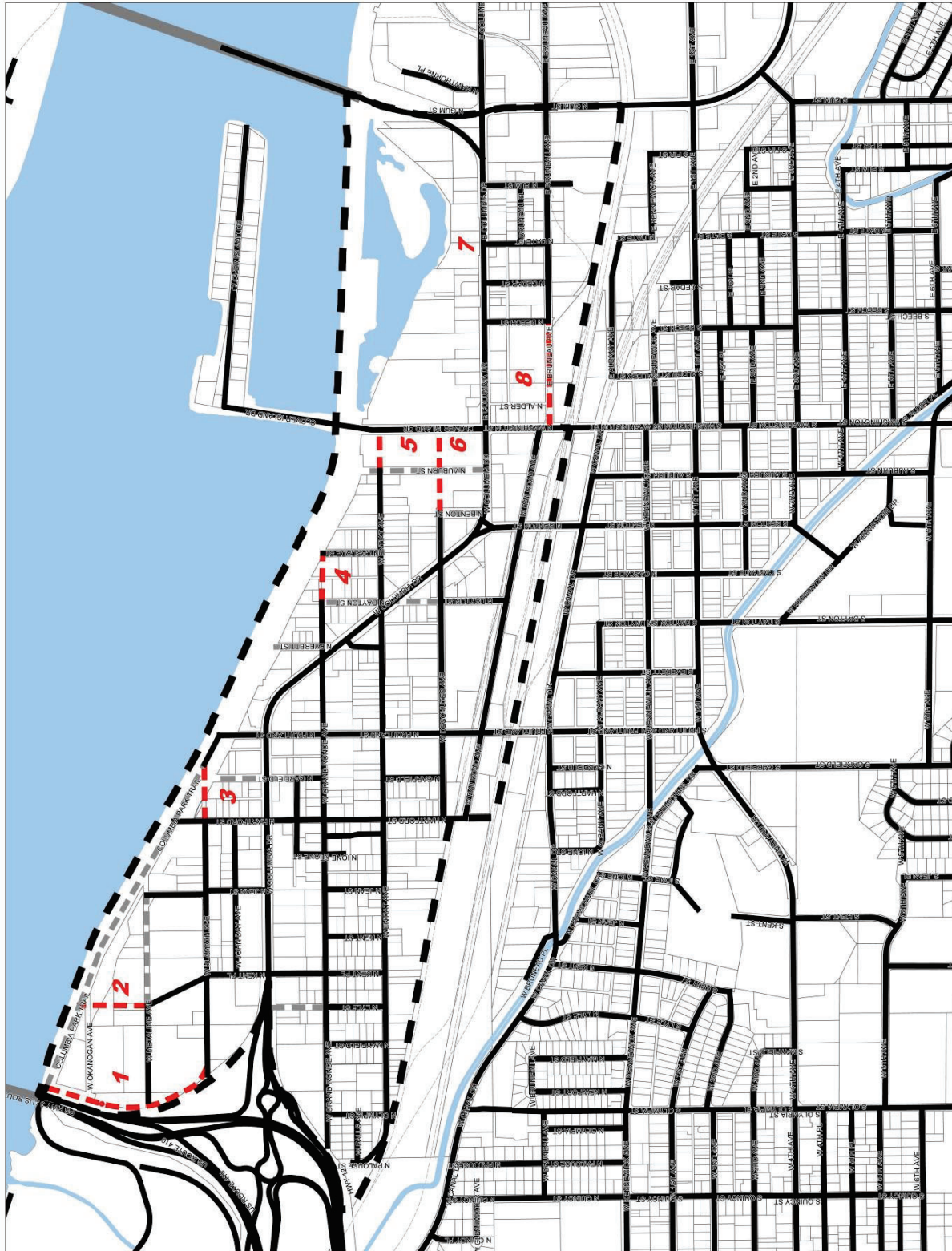
Railroad Avenue is essentially the western extension of Bruneau Avenue providing access to the warehouse and industrial activities that front onto the UP spur and mainline tracks west of Washington Street. Most of the right-of-way is bisected by the largely inactive UP rail spur and used for in-street parking and material storage by adjacent property owners.

When there is no longer a rail user of the UP and Port of Kennewick spur track, it should be removed and the roadway restored to provide functional traffic lanes and on-street parking. The road should also be extended west of Hartford Street into undeveloped and surplus BNSF property to allow additional rail or other related industrial development.

□ *Local collector roadways* – will need to be defined and required to support future developments between Columbia Drive and the swale/levee. Otherwise, future developments may create a series of dead-end or cul-de-sac access roads that depend solely on Columbia Drive for access creating congestion on Columbia Drive and lowering traffic capacity accordingly.

The exact location and configuration of these local collector roads will depend on future development particulars. In the meantime, the BB/RR Revitalization should designate and reserve the extension of Klamath Avenue east to allow realignment of Columbia Park Trail, the extension of Grande Ronde, Entiat, and Deschutes Avenues east to connect with Washington Street and Duffy Pond properties, and the extension of Beech and Elm Streets north across Columbia Drive to provide access into Duffy Pond properties.

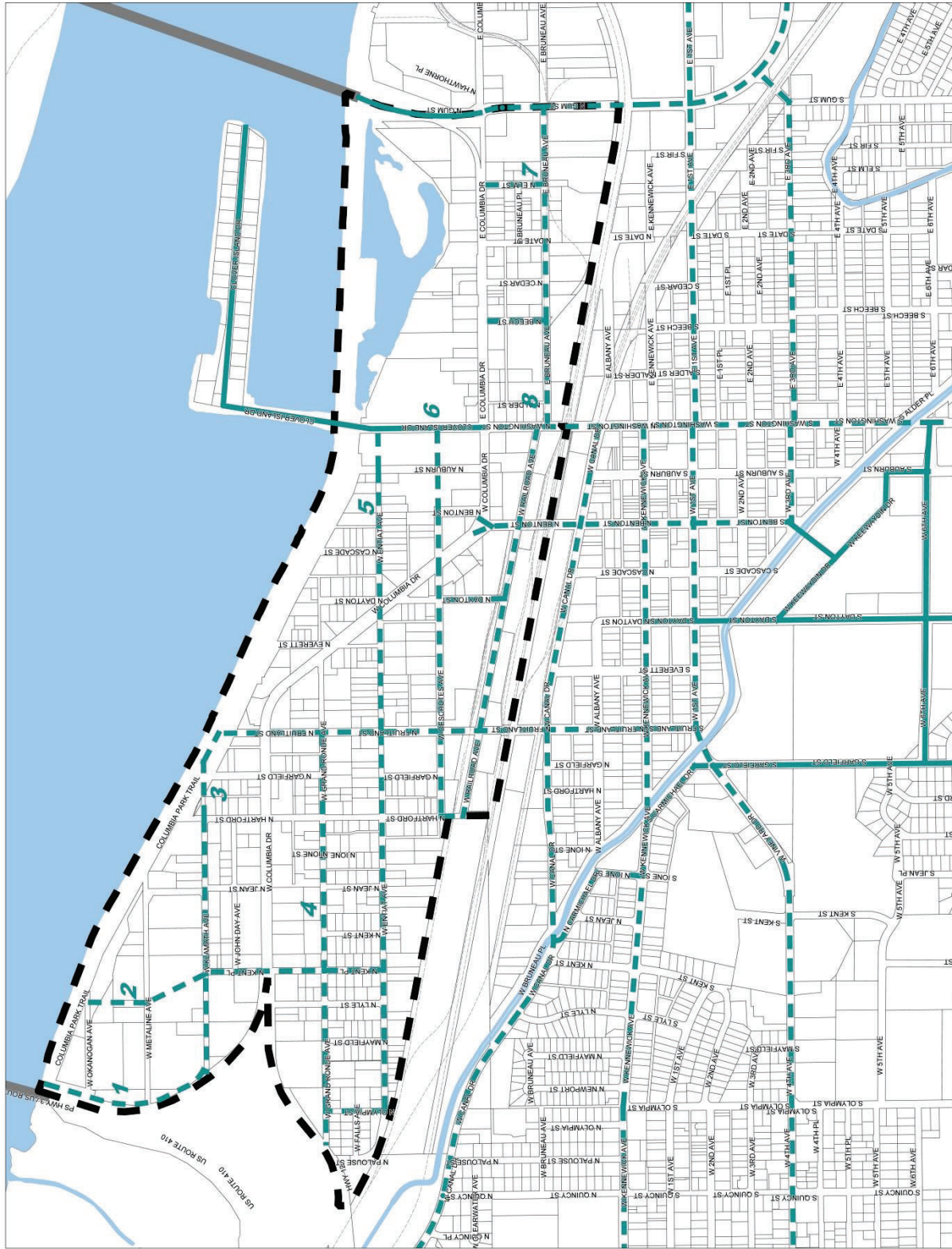
Conversely, depending on future traffic volumes and congestion, the BB/RR Revitalization may designate future closure or channelization for right turn in and out of Columbia Drive on Garfield, Dayton, Cascade, and Auburn Streets to reduce congestion points.



Proposed road network

- Existing roads - retained
- Existing roads - modified
- Proposed roads

- 1 Columbia Park Trail-relocate option 1-John Day Avenue
- 2 Columbia Park Trail-relocate option 2-Kent Place
- 3 Klamath Avenue extension
- 4 Grande Ronde Avenue extension
- 5 Entiat Avenue extension
- 6 Deshutes Avenue extension/access
- 7 Elm Street extension/access
- 8 Bruneau/Railroad Avenue open/alignment



Proposed on-road bikeway network

— Existing on-road bikeways
 - - - Proposed on-road bikeways

- 1 Columbia Park Trail-relocate option 1-John Day Avenue
- 2 Columbia Park Trail-relocate option 2-Kent Place
- 3 Klamath Avenue extension
- 4 Grande Ronde Avenue extension
- 5 Entiat Avenue extension
- 6 Deshutes Avenue extension/access
- 7 Elm Street extension/access
- 8 Bruneau/Railroad Avenue open/alignment

Action

Therefore the Public Works Departments will:

- Reduce and control median lane traffic turning movements on Columbia Drive* – to control right and left turn lanes at major street and traffic signal intersections to increase capacity and reduce traffic congestion with adjacent land uses.
- Realign Columbia Park Trail* - from the flood levee emergency access road bench south into the BB/RR neighborhood possibly aligning on John Day Avenue or Kent Place south to Klamath Avenue then east to Fruitland Street.
- Designate on the streets and roads map* – the potential extensions of Grande Ronde, Entiat, and Deschutes Avenues, and the closure or channelization of Garfield, Dayton, Cascade, and Auburn Streets to manage access to future developments along the swale/levee and control traffic movements and capacity on Columbia Drive.

Participants

Approval - City Council

Lead - Community Planning and Public Works Departments

Others -

- Port of Kennewick
- Property developers
- Property owners and residents
- Citizens at large

Funding

The realignments and reconfiguration of Columbia Drive, Columbia Park Trail, Bruneau/Railroad Avenue, and local collector access roadways will be funded with:

- Federal Aid Safety Programs (FAUS)
- Urban Arterial Trust Account (UATA) grant and loan monies
- General Fund and Road property taxes (Ptax and Rtax)
- Motor Vehicle Fuel Tax (MVFTax)
- Property developers from traffic impact fees or fees-in-lieu
- Late-comer charges of succeeding property developments

13: Construct streetscape enhancements

Downtown enhancement projects have reconfigured roadway lanes and parking areas, expanded sidewalks and inserted pavers, installed street trees, benches, and artworks on the segments of Kennewick and West 4th Avenues, Cascade, Benton, Auburn, and Washington Streets through the downtown district, and on Washington Street from Columbia Drive onto Clover Island.

The enhancements calm traffic, provide for pedestrian access, and improve visual appearances and amenities that frame and define the



downtown district and fronting retail stores and other pedestrian-oriented activities. Similar enhancements need to be provided in and between the BB/RR area, downtown, and Civic Center to integrate the districts and provide a unified image.

The realignment of Columbia Park Trail to Klamath Avenue, Columbia Drive, and West 6th Avenue define the major east-west streetscape corridors within the BB/RR area and Civic Center. Fruitland, Dayton, Benton, Auburn, and Washington Streets define the north-south connections between the BB/RR, downtown, and Civic Center. Grande Ronde, Entiat, and Deschutes Avenues will create the east-west connections to future pedestrian oriented developments along the swale/levee.

Streetscape enhancements are not expensive, and in most cases, can be achieved through simple and low maintenance street tree plantings along the edges of the right-of-way and in the median where turning lanes are not needed. Sidewalk areas can be expanded to the edge of the rights-of-way and abut adjacent storefronts to create suitable walking areas and space for benches, planters, and other amenities.

Action

Therefore the Economic Development, Parks, and Public Works Department will:

- Expand sidewalks* - to the edge of the right-of-way and abutting adjacent storefronts (from 8-12 or 14 feet in width) on Columbia Drive and the other defining east-west and north-south streetscape corridors between the BB/RR, downtown, and Civic Center.
- Upgrade transit furnishings* – including route signage, directories, transit stops, shelters, and service schedules and routings on Columbia Drive and the other routes within the proposed BB/RR, downtown, and Civic Center couplets (see task 15).
- Improve pedestrian-friendly furnishings* – installing a coordinated system of benches, waste receptacles, newspaper stands, bike racks, directory and wayfinding signage, and other people-oriented furniture.
- Install landscaping* – including street trees, ground cover, and seasonal flowers in swales, green strips, and planter boxes with cisterns and other stormwater collection and watering systems under a “green street” planting concept.
- Install artworks* – using a competitive design jury process to select local artist works to display sale consignments at select places along the major pedestrian corridors for 1-2 year intervals.
- Where appropriate* – relocate and/or underground overhead power and telecommunication lines, and relocate light and signage standards in order remove visual blight and to plant street trees in a dense walkway-covering sequence, especially along Columbia Drive.

Participants

Approval - City Council

Lead - Economic Development, Parks, and Public Works Departments

Others -

- HDKP
- Port of Kennewick
- Auto Dealers Association

- Property developers
- Property owners and residents
- Citizens at large

Funding

Sidewalk expansion and the installation of street trees and other amenities will be funded with:

- Real Estate Excise Tax (REET)
- General Fund and Road property taxes (Ptax and Rtax)
- Motor Vehicle Fuel Tax (MVFTax)
- Local Improvement District (LID) assessments
- Transportation Benefit District (TBD)
- Parking & Business Improvement Area (PBIA)
- Developer project improvements
- Late-comer charges of succeeding property developments

14: Construct sidewalks, curbs, and gutters

Large segments of existing public roadways within the BB/RR area, and especially within the single family neighborhood between Columbia Drive and the railroad tracks west of Fruitland Street, lack basic sidewalk, curb, and gutter improvements.

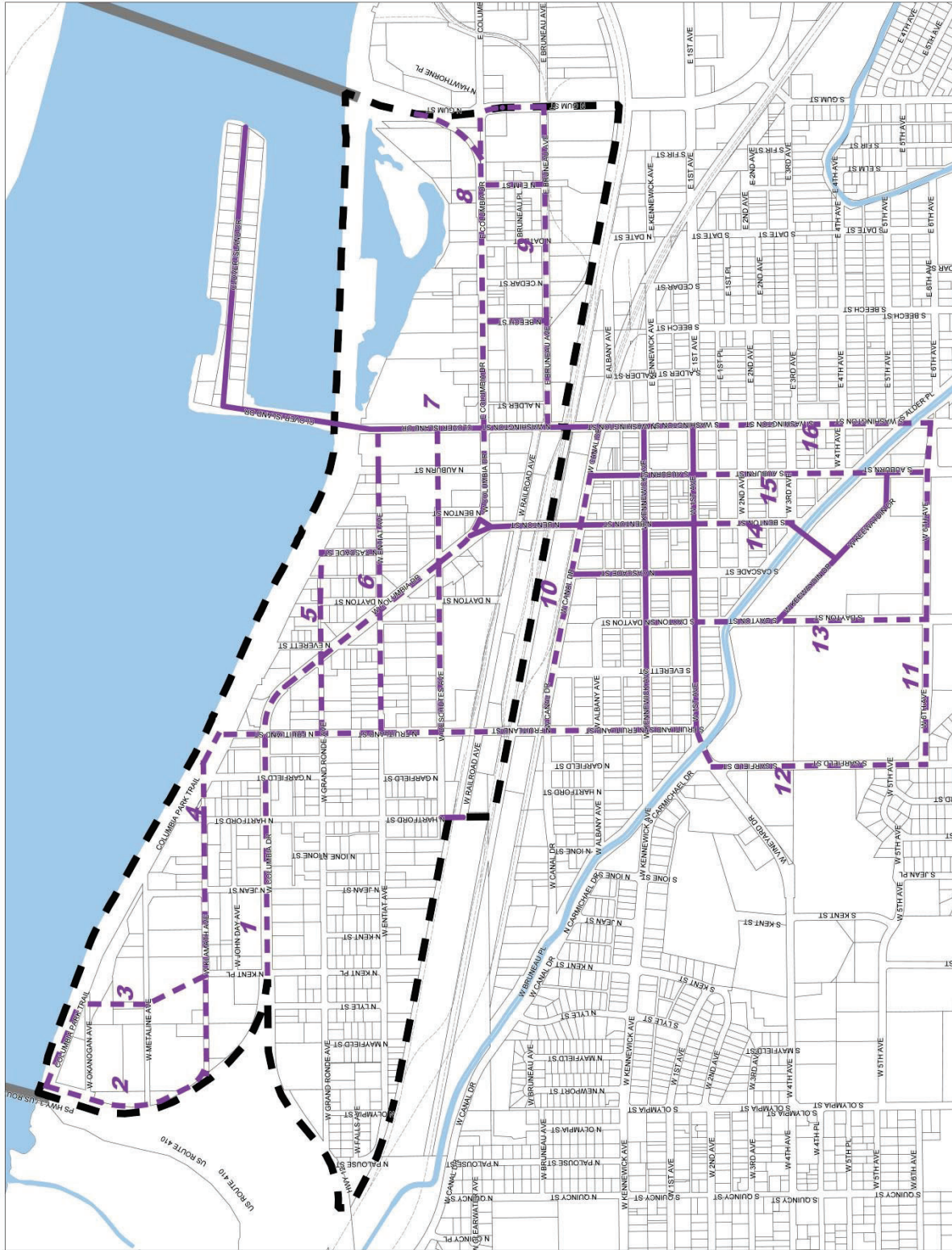
The lack of basic roadway infrastructure does not manage stormwater runoff, does not define pedestrian from vehicle areas, and creates an underdeveloped appearance that does not invite private future investments or confidence.

Where roadway infrastructure has been provided, the vehicle allocation is often over-configured providing more width for vehicle traffic lanes and parking and less accommodation for pedestrian crossings, especially at all major street intersections.

Curbs and gutters have been extended around corners in line with on-street parking aisles creating extended crosswalks requiring longer walking distances and times. This leaves pedestrians relatively invisible until they are in the middle of the street.

Pedestrian safety, comfort, and convenience is critical if the BB/RR area is to attract customers of ground floor retail activities, and upper floor employees and residents of more intensive use and reuse of available buildings and properties.

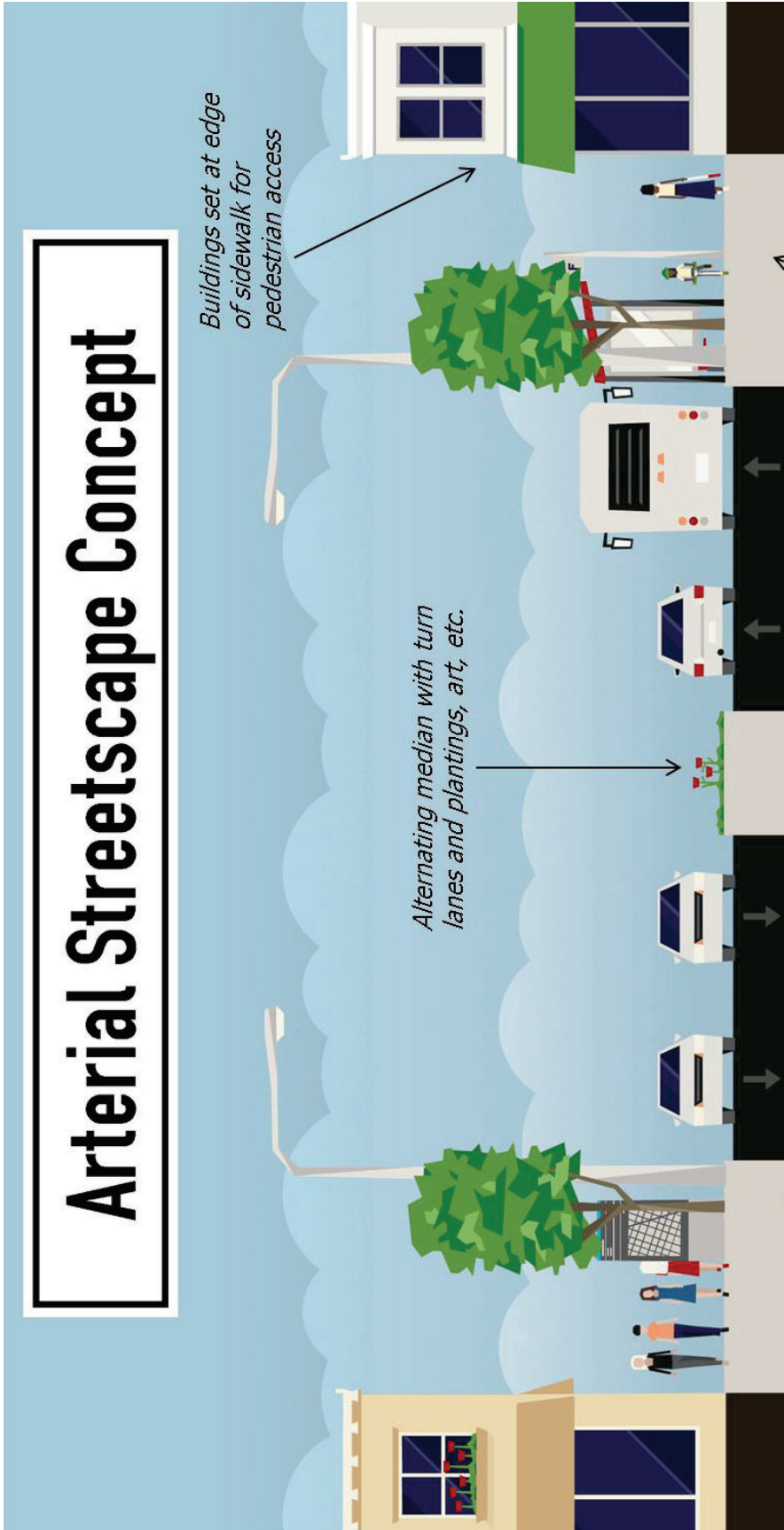
The existing sidewalks could be extended into the street pavement at each intersection to increase pedestrian visibility to vehicle operators and thereby “calm” traffic and shorten crosswalk distances and walking times. The extensions could be planted with street trees, wayfinding signage, and other amenities without reducing traffic and on-street parking capacity or impacting street maintenance requirements.



Proposed streetscapes

- 1 Columbia Drive
- 2 Columbia Park Trail-relocate option 1-John Day Avenue
- 3 Columbia Park Trail-relocate option 2-Kent Place
- 4 Klamath Avenue extension
- 5 Grande Ronde Avenue extension
- 6 Entiat Avenue extension
- 7 Deshutes Avenue extension/access
- 8 Elm Street extension/access
- 9 Bruneau Avenue
- 10 Canal Drive
- 11 6th Avenue
- 12 Fruitland/Garfield Streets
- 13 Dayton Street
- 14 Benton Street
- 15 Auburn Street
- 16 Washington Street

Arterial Streetscape Concept



Buildings set at edge of sidewalk for pedestrian access

Alternating median with turn lanes and plantings, art, etc.

Wider sidewalk to accommodate outside seating and pedestrian amenities

Street trees limbed up to provide views under of auto sales and retail uses

Action

Therefore the Economic Development, Parks, and Public Works Departments will:

- Improve existing and future roadways with basic infrastructure* – to include sidewalks, curbs, gutters, bike lanes or designated shared roadways, and other improvements throughout the BB/RR area and within the single family neighborhood in particular.
- Reconfigure existing roadway infrastructure to accommodate pedestrian and bikeways* – using curb extensions, wider crosswalks, pedestrian signals, bike lanes and designated shared roadway lanes, and other enhancements.
- Install transit improvements* – including route signage, directories, transit stops, shelters, and service schedules and routings in the extended curb areas on Fruitland, Dayton, Auburn, and Washington Streets, and other collection points on the transit shuttle corridors and at the Dayton Transit Center.

Participants

Approval - City Council

Lead - Economic Development, Parks, and Public Works Departments

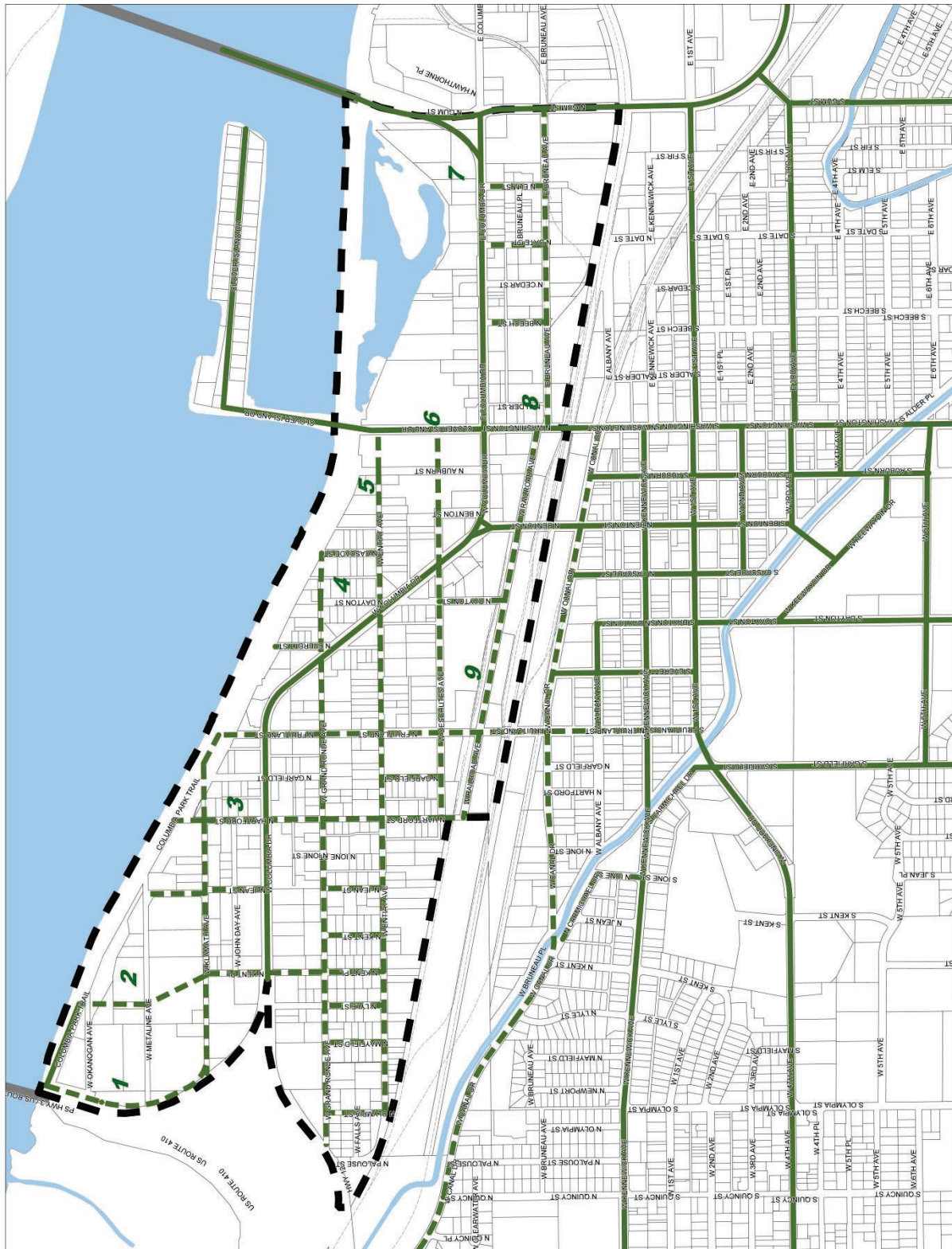
Others -

- HDKP
- Port of Kennewick
- Ben Franklin Transit
- Property developers
- Property owners and residents
- Citizens at large

Funding

Roadway infrastructure including sidewalk, curb, gutter, and transit improvements will be funded with:

- Road Fund Property Taxes (Ptax)
- Motor Vehicle Fuel Tax proceeds (MVFTax)
- Transportation Improvement Board (TIB) grants
- Community Development Block Grants (CDBG)
- Parking & Business Improvement Area (PBIA)
- Local Improvement District (LID)
- Stormwater Utility Funds
- Developer funded project improvements
- Late-comer charges of succeeding property developments



- Proposed on-road walkway network**
- 1 Columbia Park Trail-relocate option 1-John Day Avenue
 - 2 Columbia Park Trail-relocate option 2-Kent Place
 - 3 Klamath Avenue extension
 - 4 Grande Ronde Avenue extension
 - 5 Entiat Avenue extension
 - 6 Deshutes Avenue extension/access
 - 7 Elm Street extension/access
 - 8 Bruneau/Railroad Avenue open/alignment
 - 9 Railroad Avenue
- Existing on-road walkways
 Proposed on-road walkways

15: Reconfigure transit routes

Ben Franklin Transit routes currently converge from cross-city routes to the Dayton Transit Center located on Dayton Street across from Kennewick High School and next to the Library using a couplet created by East 1st Avenue, Garfield and Dayton Streets, West 6th Avenue, and Auburn and Washington Streets.

Four routes in particular also provide stops on roads within the BB/RR, downtown, and Civic Center:

- Route 46* - services the downtown and Civic Center from south Kennewick on Olympia, West Canal Drive, Fruitland Street, and East 1st Avenue.
- Route 55* - services Columbia Park, BB/RR, the downtown, and Civic Center on Columbia Park Trail, Fruitland Street, and East 1st Avenue.
- Route 120* - connects Kennewick with Pasco via US-395/Blue Bridge on West Canal Drive, Fruitland Street, and Columbia Drive but does not access the downtown or Dayton Transit Center.
- Route 160* - connects Kennewick with Pasco via SR- 397/Cable Bridge on Kennewick Avenue, Washington Street, and Columbia Drive.

None of the 4 routes, however, service the entire BB/RR area or provide a shuttle or looping service between the BB/RR, downtown, and Civic Center that would facilitate resident, employee, customer, and tourist access.

Action

Therefore, the Economic/Community Development Department and HDKP will work with Ben Franklin Transit to:

- Reconfigure route 55, 120, and/or 160* – to create a loop shuttle service between Columbia Park, BB/RR, downtown, and Civic Center using the relocated Columbia Park Trail on Klamath Avenue, Columbia Drive, Fruitland Street, East 1st Avenue, and SR-397/Gum Street.
- Install transit improvements* – including route signage, directories, transit stops, shelters, and service schedules and routings along the reconfigured BB/RR, downtown, Civic Center shuttle corridors.

Participants

Approval - City Council

Lead - Community Planning and Public Works Departments

Others -

- Ben Franklin Transit
- HDKP
- Port of Kennewick
- Property owners and residents
- Citizens at large

Funding

Transit route configurations and improvements will be funded with:

- Ben Franklin Transit levee monies

DESIGN/DEVELOPMENT – CATALYTIC PROJECTS

16: Public Market and Excursion Train

Burlington Northern Santa Fe (BNSF) owns the vacant property between the BNSF and Union Pacific (UP) mainline and spur tracks from Fruitland east past Benton Streets including the depot which is currently used by train and yard crews for offices.



The vacant and unsightly area has long been a major barrier and visual slight between the downtown and the BB/RR area. Kennewick acquired a lease for the property fronting both sides of Benton Street but did not acquire the property from BNSF or improve the site for a public use. The City no longer has a lease on this property.

The Historic Downtown Master Plan and UDAT Study both proposed reusing the site for public activities including a farmers' market, downtown parking lot, and other special events staging. The Spirit of Washington Dinner Train originally operated an excursion train ride from the site using the UP spur track for staging and storage.



The site could be acquired, improved, and programmed to provide public activities and events on a continuous basis throughout the year of interest to local residents as well as tourists if the area is to create a destination capable of integrating the downtown and BB/RR areas.

17: Review/approve master plan for Port of Kennewick's Duffy's Pond properties

Duffy's Pond and the properties located between the pond and Columbia Park between Washington Street and the SR-397/Cable Bridge are strategically and aesthetically important to the BB/RR, downtown, and city at large.

The site may, depending on cultural inventory results, have significance to the Umatilla Tribe as a seasonal or permanent fishing, gathering, or meeting site. The site may also have been an early landing point for steamboats and other craft that hauled goods and passengers to Kennewick and surrounding communities on the Columbia River.

In recent years, however, the site, particularly the land uses directly adjacent to the pond, have declined in activity, value, and appearance. Since most of the directly adjacent properties were in private ownership, the pond has been relatively inaccessible and invisible to the public even though it directly adjoins the Sacagawea Heritage Trail and Clover Island.

The Port of Kennewick acquired the trailer parks that fronted onto Duffy's Pond and a couple of commercial properties that front onto Columbia Drive with the objective of restoring the pond's water quality, providing public access and amenities, and redeveloping the commercial properties for higher and more productive uses.

The Port completed a process that elicited possible use and activity proposals from the public, developed preliminary site plans, and drafted a report for the Port's properties and other privately-owned parcels between Columbia Drive and Duffy's Pond, and Washington Street/Clover Island Drive and SR-397/Cable Bridge. The Port reviewed the concepts and report with community organizations and City Council.



The Port's proposed site improvements for the complete site including Port and adjacent private properties include the restoration of water quality in the pond, set-aside of a buffer area around the pond with perimeter trails and access points, an amphitheater, carousel, ice skating rink/ vendor plaza, miniature golf, lawn bowling court, boat rental area, gondola ride, and pedestrian way.

In addition, depending on economic feasibility, the Port concept includes a performing arts theater, IMAX theater, condominium building, mixed-use/live-work buildings, business offices, and wine tasting rooms on Port and adjacent privately owned properties.

Action

Therefore, the Community Planning Department will work with the Port of Kennewick to:

- Resolve environmental issues and impacts* – of the Port's proposed master plan for its properties including water quality, width and location of buffer areas, roadway access and parking, gondola lines over Columbia Drive and Duffy's Pond, and other SEPA issues.
- Resolve park and trail improvements* – including design, construction, and financing particulars for public access, activities, and relationships with Sacagawea Heritage Trail and the other public and privately-owned park enhancements proposed in this BB/RR Revitalization.
- Resolve mixed use zoning allowances* – including relationship to the proposed new mixed use zoning district proposed in this BB/RR Revitalization including setbacks, coverage, height, parking, and inclusionary zoning provisions for affordable housing.
- Conduct hearings and resolve master plan approval particulars* – by the Planning Commission and City Council allowing for adjacent property owner and public input concerning the Port's proposals, site, and building improvements, and methods of implementation for Port properties and adjacent privately-owned parcels.

Participants

Approval - City Council

Lead - Community Planning, Parks, and Public Works Departments, Planning Commission, and Port of Kennewick

Others -

- US Corps of Engineers
- Washington State Department of Fish & Wildlife (DFW)
- Washington State Department of Ecology (DOE)
- Washington State Department of Transportation (WSDOT)
- Duffy's Pond private property and business owners

- BB/RR businesses and residents
- Citizens at large

Funding

The review of the master plan's SEPA process and particulars, public hearings and resolutions will be funded with:

- General Funds Property Taxes (PTax)
- Port of Kennewick site and building plan permit fees and charges

FEB. 2, 2026

PUBLIC COMMENT LETTER
DCA #2025-0006
SUBMITTED TO THE
KENNEWICK PLANNING COMMISSION

TO: CITY OF KENNEWICK Planning Department Staff
CITY OF KENNEWICK Planning Commission
CITY OF KENNEWICK City Council

FROM: Caleb Aldinger
Kymm Aldinger

As affected business owners invested in Kennewick's UMU zone, we present this request to modify the current UMU amendment request to similarly include "Vehicle repair and service, body and fender shops" as a permitted use OR as a use authorized by conditional use permit, in the UMU zone, please.


The Urban Mixed-Use (UMU) district is intended to accommodate a wide range of commercial and residential activities in a dense urban setting and to function as the City's most intensive and flexible zoning district. The district expressly allows combinations of uses and development patterns not permitted elsewhere in order to support a complete and vibrant urban environment.

Vehicle repair and service uses provide essential services that support residents, businesses, and visitors within the UMU district. Despite the pedestrian orientation of the zone, automobiles and service vehicles remain integral to urban life. Locating these services within the urban core reduces vehicle miles traveled and supports convenient, efficient access to daily needs.

Auto shops have historically been an integral part of vibrant downtown life by providing a vital service to nearby residents. Modern vehicle repair and body shops can easily operate entirely within enclosed buildings without generating adverse impacts related to noise, odor, or visual character. As such, these uses can be compatible with nearby residential, commercial, and pedestrian-oriented development.

Permitting these uses also supports economic vitality by expanding job opportunities, encouraging reinvestment in urban parcels, and making efficient use of existing infrastructure. Excluding vehicle repair and service uses unnecessarily limits the flexibility and functional completeness that define the UMU district. Accordingly, allowing vehicle repair and service uses is consistent with the purpose, intent, and long-term vitality of the Urban Mixed-Use zone.

Sincerely,



Caleb Aldinger



Kymm Aldinger

Findings of Fact:

1. The applicants are Moe Nassar and Hary Mahal.
2. The application was submitted on December 2, 2025.
3. Notice of the proposed code revision was sent to the Washington State Department of Commerce on December 4, 2025, consistent with the requirements of RCW 36.70A.106.
4. The City received confirmation of starting the 60-day/Expedited review period and notice that the City has met the Growth Management Act notice to state agency requirements from the Washington State Department of Commerce on December 4, 2025.
5. The Department of Commerce granted expedited review on December 17, 2025.
6. A Determination of Non-Significance was issued on December 30, 2025.
7. The Notice of Public Hearing was published in the Tri City Herald on January 18, 2026.

Conclusion of Law:

1. The proposed amendment is in compliance with the City of Kennewick Comprehensive Plan 2017-2037 Commercial Goal 1 and Policies, Commercial Goal 2 and Policies and Economic Goal 1.

Motion:

I move that the Planning Commission concur with the amended findings and conclusions proposed by the Planning Commission for staff report DCA-2025-0006 and recommend approval of the amendment to KMC Section 18.12.010 B.1.

Planning Commission Action Summary
DCA-2025-0006 – City of Kennewick

The Kennewick Planning Commission conducted a public hearing on February 2, 2026. All interested parties were invited to come before the Commission and be heard. After reviewing the staff report and all oral and written facts and opinions, the Commission passed a motion on the proposed Development Code Amendment, establishing new findings and conclusions for DCA-2025-0006 and recommends approval of the proposed Development Code Amendments to City Council.

Findings of Fact:

1. The applicant is the City of Kennewick, Community Development, 210 W 6th Avenue, Kennewick, WA 99336.
2. The application was submitted on September 29, 2025.
3. Notice of the proposed code revision was sent to the Washington State Department of Commerce on September 29, 2025, consistent with the requirements of RCW 36.70A.106.
4. The City received confirmation of starting the 60-day/Expedited review period and notice that the City has met the Growth Management Act notice to state agency requirements from the Washington State Department of Commerce on September 29, 2025.
5. The Department of Commerce granted expedited review on October 14, 2025.
6. The City is required to comply with RCW 36.70A.535 by December 31, 2025.
7. A Determination of Non-Significance was issued on October 15, 2025.
8. The Notice of Public Hearing was published in the Tri City Herald on October 19, 2025.

Conclusion of Law:

1. The proposed amendment is in compliance with the City of Kennewick Comprehensive Plan 2017-2037 Commercial Goal 1 and Policies, Commercial Goal 2 and Policies and Economic Goal 1.

The motion to recommend approval to City Council was moved by Commissioner Morales and seconded by Commissioner Perez. The motion was passed unanimously, with Commissioners Perez, Rahimlou, Barger, Morales, Vice Chair Gregory all in favor.

KENNEWICK PLANNING COMMISSION

DRAFT - MEETING MINUTES

FEBRUARY 2, 2026

1. CALL TO ORDER:

Vice Chair Tina Gregory called the regular meeting of the Kennewick Planning Commission to order at 6:34 p.m. Six Commissioners were present, one Commissioner absent and six Commissioners in the Council Chambers.

ATTENDANCE:

Commissioners Present:

Tina Gregory, *Vice Chair*
Mark Barger, *Commissioner*
Michelle Morales, *Commissioner*
Christopher Arneson, *Commissioner*
Douglas Perez, *Commissioner*
Ana Rahimlou, *Commissioner (online)*
***Commissioner Absent: James Hempstead**, *Chairman*

City Staff Present:

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

Ms. Didier announced a quorum was established.

- a. **Development Code Amendment (DCA) #2025-0006 – an application proposing to amend Kennewick Municipal Code (KMC) Section 18.12.010.B.1 to allow vehicle sales, incidental repair and service as a permitted use in the Urban Mixed-Use Zone, other than the Vista Field Area. Applicants are Moe Nassar, 408 W. Columbia Dr., Kennewick, and Hary Mahal, 520 E. Columbia Dr., Kennewick, WA 99336.**

Vice Chair Gregory opened the public hearing at 6:40 p.m. for Development Code Amendment (DCA) 2025-0006, an amendment to KMC Section 18.12.010.B.1 to allow vehicle sales, incidental repair and service in the UMU zone, other than in Vista Field area.

Commissioner Arneson recused himself from the hearing for DCA-2025-0006 due to ongoing business connections with the applicants, the Commissioner will not participate in any part of the Public Hearing for this item on the agenda.

Development Services Manager Steve Donovan described the application and presented the staff report.

Staff recommends the Planning Commission forward a recommendation for denial of DCA-2025-0006 to City Council.

Planning Commission Questions of Staff: There are many existing car lots in the Columbia Drive downtown area, why isn't this compatible with the Comprehensive Plan; is there a way to change codes so that existing car lot businesses can expand and not have many more come in; regarding the Bridge 2 Bridge, River 2 Railway Plan, why has the plan not moved forward; .

Commissioner Perez declared current business connections and transactions with the applicants but chooses not to recuse himself unless staff recommends doing so.

Testimony by Applicant/Applicant's Representative:

Rick Simon, Applicant's Representative, Richland, WA

Mr. Simon stated he is the applicants representative and said the purpose of the amendment is for the businesses located in that district can expand and grow their businesses in the UMU district.

Moe Nassar, Applicant
408 W. Columbia Drive
Kennewick 99336

Mr. Nassar spoke in support of the proposed amendment; it will allow business expansion and be a benefit to the City.

Haray Mahal, Applicant
520 E. Columbia Drive
Kennewick 99337

M. Mahal spoke in support of the proposed amendment; his business has been there since 2006, wishes to continue and expand use of business.

Testimony in Favor of the Request:

Caleb Aldinger, Allied Automotive
834 Klamath Avenue
Kennewick 99336

Has business in this area for fifteen years, in best interest of City to keep existing businesses and allow for growth and expansion of those businesses.

Mr. Aldinger presented a letter of support for amendment of UMU zoning district, entered into record as Exhibit 5.

Ken Williamson
Property Owner on Columbia Drive in UMU Zoning

Has oldest business on Columbia Drive, was on the Bridge to Bridge Committee is in neutral opinion of proposed amendment.

Testimony Against the Request: None

Testimony of Those Registered on Virtual Format: None.

Staff Final Comments: Mr. Donovan gave final comments from staff.

The Planning Commission asked clarifying questions of staff.

Public Testimony Closed at 7:39 p.m.

The Planning Commissioners asked clarifying questions of staff.

MOTION: Commissioner Morales moved that the Planning Commission concur with the findings and conclusions in staff report DCA-2025-0005 and recommend denial of the request to City Council. The motion died for lack of a second.

MOTION: Commissioner Perez moved that the Planning Commission Concur with the findings and conclusions in staff report DCA-2025-0006 and recommend approval of the request to City Council. Mr. Donovan pointed out to Commissioner Perez his concurrence with staff findings and conditions for approval and offered amended findings and conditions for a motion of approval of the request. Motion died for lack of a second.

MOTION: Commissioner Morales moved that the Planning Commission concur with the **amended** findings and conditions of staff and recommend approval of DCA-2025-0006 to amend KMC Section 18.12.010.B.1 to City Council.

SECOND: Commissioner Perez.

DISCUSSION: Statements by Planning Commissioners included what happens with the UMU zone moving forward and alignment with the Comprehensive Plan, design standards and building development.

VOTE: The motion passed 6-0 (Unanimously).



Development Code Amendment

DCA-2025-0007

Application Summary

Applicant(s): City of Kennewick

Background: The Washington Legislature passed Engrossed Senate Bill 5559 which requires that the city adopt development regulations for unit lot subdivisions. The regulations are required to be adopted by the jurisdiction's next comprehensive plan update.

Purpose: Unit lot subdivisions allow for the subdivision of a parent lot into fee simple homeownership lots. Flexible application of the dimension standards is allowed on the newly created unit lots.



Application Summary

Proposals: To amend the following portions of the Kennewick Municipal Code (KMC):

- The proposed amendments to Kennewick Municipal Code (KMC) Section 17.04.020 establish the same definitions for Parent Lots, Unit Lots, and Unit Lot Subdivisions, as what was established in Revised Code of Washington (RCW) 58.17.020.
- Staff reviewed the regulations in RCW 58.17.060 and determined that the proposed Chapter 17.14 – Unit Lot Subdivision, should be similar in layout and maximum number of lots created as Chapter 17.13 – Short Plats.

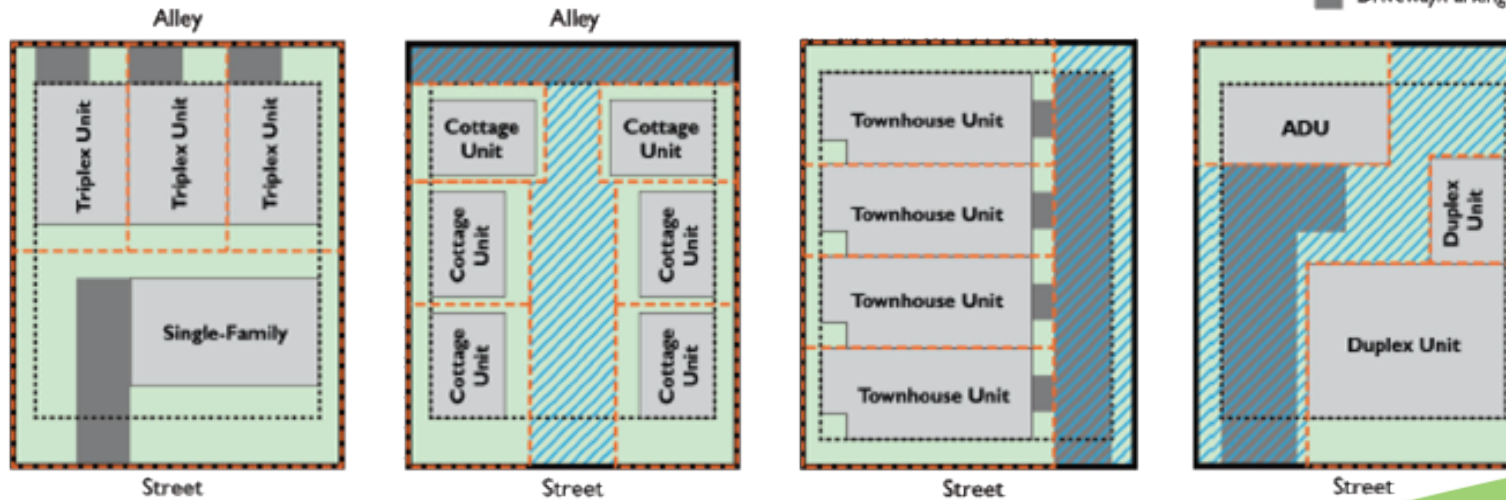


Unit Lot Subdivision Examples



The following examples illustrate how setbacks apply to a parent lot and unit lots.

1. Preserved single-family house with three attached units built in the back yard.
2. A cottage cluster development with a shared open space.
3. A townhouse development with a shared driveway.
4. A duplex with an accessory dwelling unit (ADU) on its own unit lot.



Hearing Summary

- The Planning Commission held a public hearing for the proposed amendments on February 2, 2026.
- One member of the public testified in favor of the proposed amendments.
- The Planning Commission voted 6 to 0 to recommend approval of the amendments.



Recommendation

The Planning Commission recommends approval of Development Code Amendment DCA-2025-0007 to City Council.





COMMUNITY PLANNING DEPARTMENT

STAFF REPORT AND RECOMMENDATION TO
THE PLANNING COMMISSION

FILE No: DCA-2025-0007

Public Hearing Date: February 2, 2026

Proposal: Amend Kennewick Municipal Code Section 17.04.020: Definitions and create Kennewick Municipal Code Chapter 17.14 to establish development regulations for unit lot subdivisions.

Applicant: City of Kennewick

Staff Contact: Steve Donovan, Planning Manager

Background:

The Washington Legislature passed Engrossed Senate Bill 5559 which requires that the city adopt development regulations for unit lot subdivisions. The regulations are required to be adopted by the jurisdiction's next comprehensive plan update.

The proposed amendments to Kennewick Municipal Code (KMC) Section 17.04.020 are the same as what was established in Revised Code of Washington (RCW) 58.17.020.

Staff reviewed the regulations in RCW 58.17.060 and determined that the proposed Chapter 17.14 – Unit Lot Subdivision, should be similar in layout and maximum number of lots created as Chapter 17.13 – Short Plats.

Proposal and Analysis:

Staff propose the following amendments: all amendments are underlined:

Proposed amendments to 17.04.020: Definitions:

(26) Lot, Parent: "Lot, parent" means a residential lot that is subdivided into unit lots through the unit lot subdivision process.

(27) Unit Lot: "Unit lot" means a subdivided lot within a residential development as created from a parent lot and approved through the unit lot subdivision process.

(28) Unit Lot Subdivision: "Unit lot subdivision" means a short subdivision proposed as part of a residential development project that meets the development standards applicable to the parent lot at the time the application is vested, but which may result in development on one or more individual unit lots becoming nonconforming as to specified land use and development standards based on the analysis of the individual unit lot. All unit lot subdivisions shall require notifications to purchasers of their legal status as further described in RCW 58.17.060.

(29) "Clear and objective design and development standards" means locally adopted development regulations that involve no personal or subjective judgment by a public official, and are ascertainable by reference to measurable written or graphic criteria available and knowable to the permit applicant, the public, and public officials prior to submittal.

Proposed Chapter 17.14 – Unit Lot Subdivisions**CHAPTER 17.14 – Unit Lot Subdivisions****17.14.010: Applicability.**

A lot to be developed with middle housing or multiple detached single-family residences or accessory dwelling units, in which no dwelling units are stacked on another dwelling unit or other use, may be subdivided into no more than nine individual unit lots as provided herein.

17.14.020: Plat Administrator.

The Planning Director or his/her designee, shall act as the City's Plat Administrator. The Plat Administrator ("Administrator") will summarily approve, conditionally approve, or disapprove proposed final short plats. The Administrator may adopt reasonable rules to implement this Chapter.

17.14.030: Process.

Unit lot subdivisions shall follow the application, review, and approval procedures for a short subdivision in KMC Chapter 17.13, in addition to the following:

- (1) Nothing prohibits a city or town from applying public health, safety, building code, and environmental permitting requirements to a development project that is subject to or integrated with a unit lot subdivision process.
- (2) Nothing requires a city or town to authorize a development project or a unit lot subdivision in a location where development is restricted under other laws, rules or ordinances, such as in locations where development is limited as a result of physical proximity to on-site sewage system infrastructure, critical areas, or other unsuitable physical characteristics of a property.
- (3) No public pre-decision meeting or hearing, nor any design review other than administrative design review, except for those required to comply with state law, including chapter 90.58 RCW, the Shoreline Management Act, when applicable.
- (4) All property owners and the community within 250' of the unit lot subdivision shall be provided notice, consistent with RCW 36.70B.110, including through notice posted on the closest public sidewalk or roadway indicating how to provide written comments to the administrative decision maker.
- (5) The review and approval of a unit lot subdivision shall be logically integrated with the application, review and approval procedures for the underlying housing development project, to the greatest extent possible.
- (6) Review of a unit lot subdivision shall be subject to the maximum time period for local government actions as set forth in RCW 36.70B.080, unless extended pursuant to project-specific mutual agreement as permitted by RCW 36.70B.080.

17.14.040: Unit Lot Subdivision Applications.

Complete Preliminary and Final Unit Lot Subdivision Applications shall be determined as provided under KMC Sections 17.13.040 and 17.13.081.

17.14.050: Expiration.

Expiration of permits and applications under this Chapter shall be determined as provided under KMC 4.12.075.

17.014.060: Required Plat Notes:

Notes shall be prominently placed on the face of the short plat as recorded with the county auditor to state the following:

- (1) The title of the plat shall include "Unit Lot Subdivision".

- (2) Approval of the development (design and layout) on each unit lot was granted by the review of the development, as a whole, on the parent lot under file #.
- (3) Subsequent subdivision actions, additions, or modifications to the unit lot housing development, including all structures, may not create or increase any nonconformity of the parent lot as a whole, and shall conform to the approved unit lot housing development project or to the land use and development standards.
- (4) If a structure or portion of a structure within the unit lot housing development project has been damaged or destroyed, any repair, reconstruction, or replacement of any structure shall conform to the approved unit lot housing development project or to the land use and development standards in effect at the time the proposed repair, reconstruction, or replacement project's permit application becomes vested.
- (5) Additional development or redevelopment of the individual unit lots may be limited as a result of the application of development standards to the parent lot.

17.14.070: Preliminary Plat Map.

A plat map must be submitted in the format designated as provided under KMC Chapter 17.13.050.

17.14.080 Preliminary Review.

Unit lot subdivisions shall be processed in the same manner as short plats, pursuant to KMC Section 17.13.055 and the following:

- (1) Development as a whole on the parent lot, rather than individual unit lots, shall comply with applicable design and development standards.
- (2) Subsequent platting actions and additions or modifications to structure(s) may not create or increase any nonconformity of the parent lot.
- (3) Access easements, joint use and maintenance agreements, and covenants, conditions and restrictions (CC&Rs) identifying the rights and responsibilities of property owners and/or the homeowners' association shall be executed for use and maintenance of common garage, parking, and vehicle access areas; bike parking; solid waste collection areas; underground utilities; common open space; shared interior walls; exterior building facades and roofs; and other similar features shall be recorded with the county auditor.
- (4) Portions of the parent lot not subdivided for individual unit lots shall be owned in common by the owners of the individual unit lots, or by a homeowners' association comprised of the owners of the individual unit lots.

17.14.090: Preliminary Approval.

Preliminary approval constitutes authorization for the applicant to develop the required facilities and improvements, upon review and approval of construction drawings by the public works department. All developments shall be subject to any conditions imposed by the city on the preliminary approval.

17.14.100: Final Plat Map.

A plat map must be submitted in the format designated as provided under KMC Chapter 17.13.085.

17.14.110: Final Approval.

Final approval is subject to the requirements of KMC Section 17.13.092.

17.14.120: Construction of Improvements.Lots created through a Unit Lot Subdivision shall be subject to all applicable requirements KMC Section 17.13.095.17.14.130: Alteration Procedures.Unit lot subdivisions shall be subject to the requirements of KMC Section 17.13.170.**Staff Analysis**

Staff are of the opinion that the proposed amendments comply with RCW 58.17.020 and 58.17.060 and provide a clear review process of unit lot subdivisions for the public and staff.

Below are comprehensive plan goals and policies that support the proposed amendments:

RESIDENTIAL GOALS + POLICIES

Goal 1: Provide for attractive, walkable, and well-designed residential neighborhoods, with differing densities and compatible with neighboring areas.

HOUSING GOALS + POLICIES

Goal 1: Support and develop a variety of housing types and densities to meet the diverse needs of the population.

Policies

3. Allow residential developments such as condominiums, zero lot lines, accessory apartments and other innovative housing techniques.

Goal 3: Promote affordable housing for all economic segments of the community.

Policies

1. Promote affordable infill residential construction through flexibility in development techniques.
3. Promote homeownership opportunities for households of all incomes.

Regulatory Controls and Policies:

- Kennewick Municipal Code Title 17
- Kennewick Comprehensive Plan

Findings of Fact:

1. The applicant is the City of Kennewick, Community Development, 210 W 6th Avenue, Kennewick, WA 99336.
2. The application was submitted on December 18, 2025.
3. Notice of the proposed code revision was sent to the Washington State Department of Commerce on December 18, 2025, consistent with the requirements of RCW 36.70A.106.
4. The City received confirmation of starting the 60-day/Expedited review period and notice that the City has met the Growth Management Act notice to state agency requirements from the Washington State Department of Commerce on December 18, 2025.
5. The Department of Commerce granted expedited review on January 5, 2026.
6. The City is required to adopt unit lot subdivision development regulations no later than when the current comprehensive plan update is completed.
7. A Determination of Non-Significance was issued on January 6, 2026.
8. The Notice of Public Hearing was published in the Tri City Herald on January 18, 2026.

Conclusion of Law:

1. The proposed amendments will provide additional subdivision of property options for the residents of Kennewick.
2. The proposed amendments comply with the City of Kennewick Comprehensive Plan.
3. The proposed amendments comply with RCW 58.17.020 and 58.17.060.

Staff Recommendation:

Based on the above analysis, staff recommend the Planning Commission forward a recommendation of APPROVAL to City Council for the following motion.

Motion:

I move that the Planning Commission concur with the findings and conclusions in the staff report DCA-2025-0007 and recommend approval of the amendments to KMC Section 17.04.020 – Definitions and establish the new KMC Chapter 17.14 – Unit Lot Subdivisions.

Exhibits:

1. Staff Report
2. Examples of Unit Lot Subdivisions
3. Unit Lot Fact Sheet

Adding Unit Lot Subdivision

Unit lot subdivisions create new lots from a given parcel, much like a typical subdivision, except a unit lot subdivision allows flexible application of dimensional standards and fee simple homeownership options for units that share a parcel. In a unit lot subdivision, development as a whole is on the “parent lot” or parcel, which must conform to the zoning dimensional standards such as units per lot, setbacks, and height. The individual “unit lots” can be flexibly placed on the parent lot and sold individually to other households.

Kennewick has added unit lot subdivision standards that allow attached middle housing units like duplexes and townhomes, as well as accessory dwelling units, to be subdivided. For questions about the subdivision process, reach out to a City of Kennewick planner.

Definitions

Unit Lot Subdivision - the division of a parent lot into two or more unit lots within a development and approved through the unit lot subdivision process.

Parent lot - a lot which is subdivided into unit lots through the unit lot subdivision process.

Unit lot - a subdivided lot, that allows at least one dwelling unit, created from a parent lot and approved through the unit lot subdivision process.

Example

In a scenario with a single family home and a duplex or townhouse building, three unit lots could be created.

Not all unit lots would be required to have equal land square footage, but all development standards are required to be met for the site as a whole.

Some shared amenities (open space, plazas, community buildings) can be owned in common, often through HOAs, and shared driveways and parking can be developed with the project.

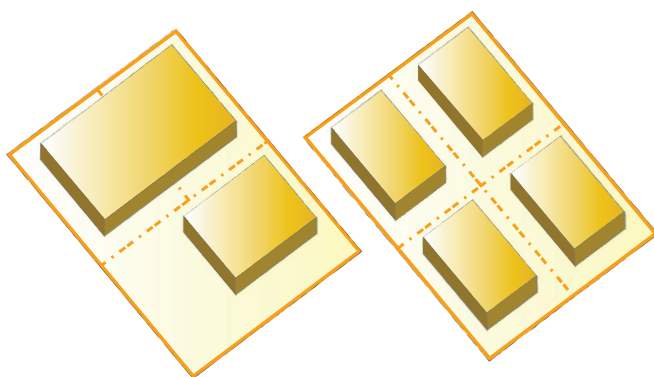
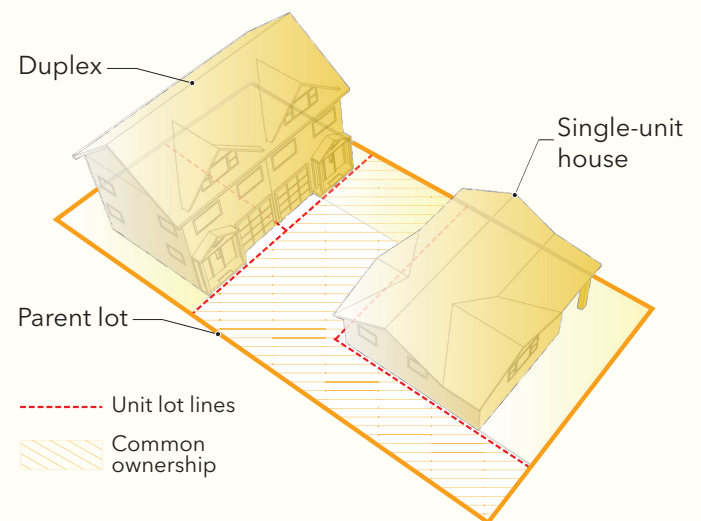


Diagram showing the same parent lot divided into different number of unit lots.



Illustrative diagram showing unit lot subdivisions.



We strengthen communities

UNIT LOT SUBDIVISIONS FACT SHEET | JULY 2025

Unit Lot Subdivisions

State Law Requirements

In 2023, Washington State Legislature amended RCW 58.17.060 to require all cities, towns, and counties to include unit lot subdivision procedures in short plat regulations. [RCW 58.17.060](#)(3), established by Engrossed Second Substitute Senate Bill (ESSSB) 5258 (Chapter 337, 2023 Laws), states:

“All cities, towns, and counties shall include in their short plat regulations procedures for unit lot subdivisions allowing division of a parent lot into separately owned unit lots. Portions of the parent lot not subdivided for individual unit lots shall be owned in common by the owners of the individual unit lots, or by a homeowners’ association comprised of the owners of the individual unit lots.”

In 2025, the legislature amended RCW 58.17.020 to define unit lot subdivision (ULS) terms and RCW 58.17.060 to provide unit lot subdivision requirements. This factsheet provides information and recommendations for all cities and towns located in a county planning under RCW 36.70A.040, required to adopt ULS, to consider in adopting local unit lot subdivision regulations. The Resources section, at the end of this Fact Sheet, provides links to several adopted codes, a model code, and other references. Jurisdictions are encouraged to review different approaches and adopt what works best for their local context to implement land use and housing policies.

Adoption Deadlines

Jurisdictions required to submit their next comprehensive plan periodic update in 2027 must include unit lot subdivision provisions as part of their update. All other cities and towns must implement the requirements within two years of the effective date of the bill, which is July 27, 2027. After the applicable deadline, a city or town must accept, process and approve an application, consistent with RCW 58.17.060.

Agency contact

Lilith Vespier
INFILL HOUSING MANAGER

Local Government Division

Lilith.Vespier@commerce.wa.gov

Phone: 509-606-3530

About Unit Lot Subdivisions

A ULS creates new lots much like a typical subdivision, except a ULS allows flexible application of dimensional standards. In a ULS, the development as a whole is on the “parent lot” which conforms to the zoning dimensional standards while individual “unit lots” are not required to. Unit lots (also called child lots) are individual, sellable, legal lots of record with their own tax or parcel identification number.

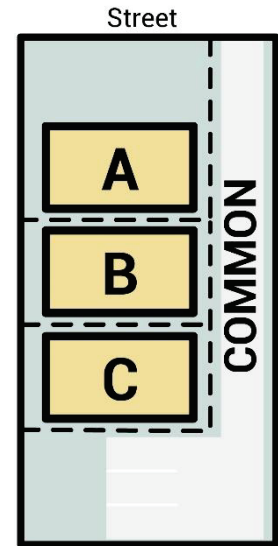
Options for ownership

The ULS bill included an intent statement to “[increase] the supply and affordability of condominium units and townhouses as an option for homeownership.” Unit lot subdivisions are one method for dividing multiple housing units on a parcel into individual unit lots for sale to individual owners, providing fee simple homeownership opportunities. This is important to allow smaller units on smaller lots, allowing for a more attainable ownership unit. Homeowners can then gain equity on the home.

Standards

State law provides that a ULS shall be included as a short plat process. This means a maximum of four to nine unit lots may be developed, depending on how many lots the jurisdiction allows in a short plat process and the number of housing units zoning permits on the parent lot. See the “Number of Unit Lots” section below for more information.

State law also provides that portions of the parent lot not subdivided for individual unit lots shall be owned in common by the owners of the individual unit lots, or by a homeowners’ association. See the “Common areas” section below for more information. While state law does not provide any additional ULS guidance, a key benefit of the unit lot subdivision concept is the flexible application of zoning dimensional standards. See the “Dimensional standards” section below for details.



Example unit lot subdivision with three unit lots and a tract held in common.

Comparison of condominium and ULS

Unit lot subdivision is different from or an alternative to condominium ownership. The primary differences between a ULS and condominium creation are described in the following table:

	Unit Lot Subdivision	Condominium
Options for ownership of underlying land	<ul style="list-style-type: none"> Individual Combination of individual and common interest 	<ul style="list-style-type: none"> Common interest
Options for management of common area(s)	<ul style="list-style-type: none"> HOA Other formal common agreement, including plat notes 	<ul style="list-style-type: none"> HOA
Allows separate ownership of stacked unit(s)	No	Yes
Allows separate ownership of ADUs	Yes	Yes
Warranty	Not required	Four-year implied warranty of quality
Processing	Short plat through jurisdiction	State process with notice to county auditor May require jurisdiction process*
Typical Processing Steps	City/county platting process: <ul style="list-style-type: none"> Application Notice, if applicable Preliminary approval Final approval Recording 	<ul style="list-style-type: none"> Check with local jurisdiction for any processing requirements Housing code inspection Issuance of a Notice of Condominium Conversion Public offering statement Selling units to individual buyers Filing a declaration with the local government

* Some jurisdictions require condominium conversions to be reviewed through a local process, such as a binding site plan. The application and review processes should be clearly defined in a jurisdiction's code.

A condominium and ULS can also be combined in cases where a unit lot has stacked units and separate unit ownership is desired.

Considerations for ULS development regulations

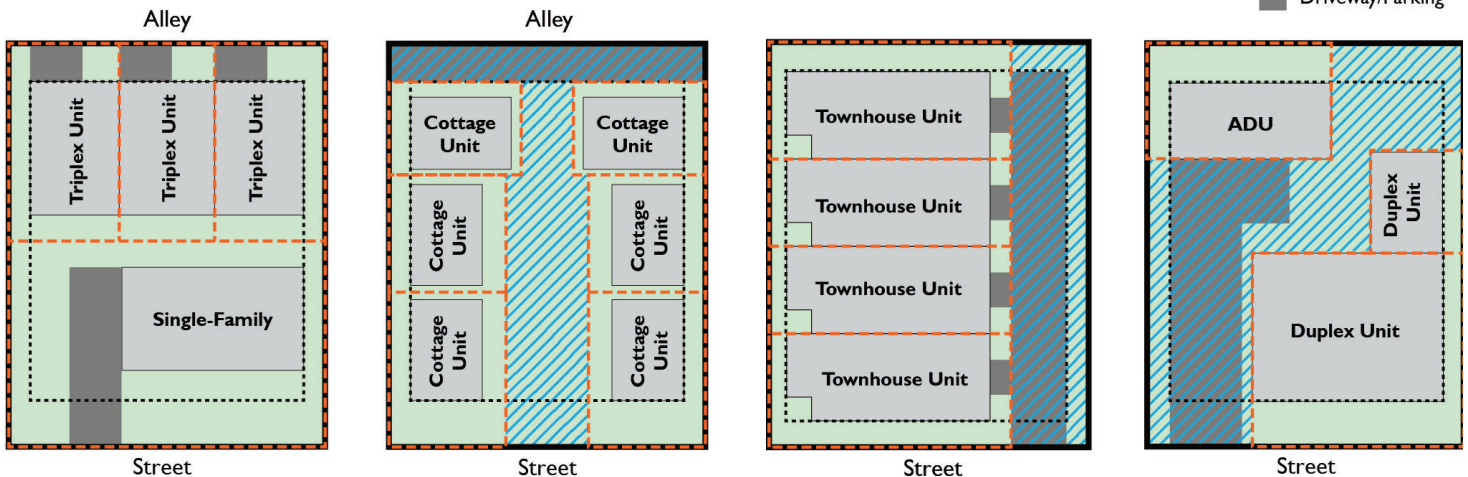
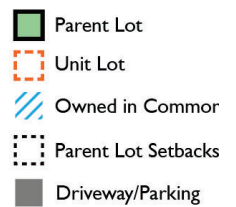
Unit lot subdivision can be used with any type of attached or detached housing. If the goal is individual ownership of each dwelling, the housing units cannot be stacked, as a ULS divides the land. Where units are stacked, a condominium arrangement is the tool that can provide for separate sale.



Left to right: Townhouses in Spokane, cottage housing in Kirkland, and a fourplex built behind an existing single-family residence in Seattle

The following examples illustrate how setbacks apply to a parent lot and unit lots.

1. Preserved single-family house with three attached units built in the back yard.
2. A cottage cluster development with a shared open space.
3. A townhouse development with a shared driveway.
4. A duplex with an accessory dwelling unit (ADU) on its own unit lot.



Special considerations for ULS with specific housing types are discussed below.

Middle housing

For jurisdictions required to allow [middle housing](#) under [RCW 36.70A.635](#), and those seeking to promote middle housing and homeownership, ULS is a valuable tool. While ULS’s have been popular in Washington for townhomes and cottage housing, jurisdictions must allow a zero-lot line short subdivision where the number of lots created is equal to the unit density for middle housing. ULS is the tool for separating middle housing types including, but not limited to, townhomes, cottage housing, duplexes, triplexes, fourplexes, fiveplexes, and sixplexes.

Accessory Dwelling Units (ADUs)

Unit lot subdivisions may also be used to create individual unit lots for accessory dwelling units, in attached or detached forms. Note that [RCW 36.70A.681](#)(1)(c) requires jurisdictions to allow at least two accessory

dwelling units (ADUs) on all “lots” that are located in all zoning districts within an urban growth area that allow for single-family homes. The reference to “lots” in RCW 36.70A.681(1)(c) means parent lots that meet the minimum lot size, and not unit lots. This is further emphasized by RCW 36.70A.681(1)(e) which states that the ADU provisions apply to lots that meet the minimum lot size required for a principal housing unit.

RCW 36.70A.681(1)(k) also states that a city or county may not prohibit the sale or other conveyance of a condominium unit independently of a principal unit solely on the grounds that the condominium unit was originally built as an accessory dwelling unit. This is clear that ADUs are intended for separate sale as condominiums, and by extension, unit lot subdivisions.

Detached houses

Unit lot subdivisions can also be used for detached single-family residences. This could come in multiple forms to provide ownership opportunities, including:

- Preserving an existing home and adding infill housing (new middle housing and/or ADUs depending on zoning provisions of the jurisdiction) elsewhere on the parent lot.
- Developing a new detached home together with new middle housing and/or ADUs on the parent lot.
- Developing multiple detached units, such as cottage housing, on a parent lot, if allowed by a jurisdiction.

Dimensional standards

A key benefit of a ULS is the flexible application of zoning dimensional standards. In a ULS, the development as a whole on the parent lot must comply with applicable dimensional standards. However, individual unit lots are not subject to dimensional standards that apply to the parent lot, such as (if applicable):

- Lot area, depth, and width
- Setbacks (front, side, rear, etc.) and setback projections
- Floor area ratio (FAR)
- Lot coverage (or building coverage)
- Impervious surface coverage
- Landscaped area minimum
- Any other standard based on the size or dimensions of the lot or distance from lot lines

Other dimensional standards, such as maximum building height, not related to the lot size and lot lines continue to apply to individual unit lots. Also, note that ULS is not intended to permit land uses or densities that are not otherwise allowed in the zone in which a ULS is proposed.

Example: A cottage housing development uses ULS to accommodate ownership of individual cottage lots. The zone allows 60% maximum impervious surface coverage. The development as a whole is constructed with 55% impervious coverage on the parent lot, but some individual unit lots have impervious surface coverage of 80% or more (balanced by a large landscaped open space in the common area). Owners of individual unit lots may increase their impervious surface coverage further (for example, by expanding the unit or creating a paved patio) as long as the development’s entire impervious surface coverage does not exceed 60%. **Commerce recommends that jurisdictions require notes on the plat stating subsequent additions or modifications to structure(s) shall not create a nonconformity of the parent lot.** Covenants, conditions and restrictions (CC&Rs) and/or ULS bylaws should clearly identify procedures for property owners to address changes affecting the conformity of the parent lot.

While unit lots do not have minimum area or dimensions, some jurisdictions provide minimum standards. The City of Everett requires unit lots be “large enough” to contain a dwelling unit and accessory improvements such as decks, fences, driveways and parking, and private yard areas. The City of Spokane allows a unit lot to be as small as the footprint of the building situated upon it, subject to the requirements of the building and fire code.

Common areas

RCW 58.17.060(3) provides a standard for ownership and management of common areas: “Portions of the parent lot not subdivided for individual unit lots shall be owned in common by the owners of the individual unit lots, or by a homeowners’ association comprised of the owners of the individual unit lots.” Common area lots, parcels, or tracts are also legal lots of record. Management topics for common areas include how they are used by residents, procedures for maintenance and repairs, and responsibilities for utility bills and property taxes.

Homeowner associations

Homeowner associations (HOAs) organize decision-making with formal processes. The HOA may also provide standards or oversight on new development or changes within the parent lot/plat. They are most often associated with larger residential developments or projects with common maintenance needs. Typically, an HOA requires owners to pay monthly or yearly dues to cover upkeep and insurance costs. HOAs are regulated by RCW 64.38 where the community is made up of homeowners owning individual lots and regulated by RCW 64.90 where there are condominium units on a single lot.

Common ownership

State law requires that “owned in common” arrangements be permitted as an alternative to HOAs for managing common areas. This can include condominiums (RCW 64.34), common interest communities (RCW 64.90), associations of apartment owners (RCW 64.32), retirement communities, co-ops, and timeshares. It can also mean there is no formal organization of owners and that matters of common interest are managed informally, which can be a risky arrangement when one or more owners are resistant to make decisions or pay their share of common costs.

Agreements

Access easements, joint use and maintenance agreements, and CC&Rs identify the rights and responsibilities of property owners and/or the bylaws of an ownership association may be executed for the use and maintenance of common areas and features. These may cover topics such as:

- Garages, automobile and bicycle parking, and vehicle access areas
- Common yards, courts, landscaping, and recreational elements
- Shared interior walls
- Exterior building facades and roofs
- Sheds and other accessory structures



A common area in Cully Green, a courtyard apartment development in Portland, OR. Source: MAKERS.

- Solid waste collection areas

- Mailboxes
- Utility infrastructure and payments

Commerce recommends that jurisdictions require ULS to record agreements for the ownership and management of common areas with the county auditor, along with the ULS.

Off-street parking

Within the parent lot, Commerce recommends providing the flexibility for required off-street vehicle parking to be located in a common area or on a different unit lot than the lot with the associated dwelling unit. This arrangement can be formalized with an easement. This option provides greater design flexibility, especially for infill development on small lots where it may be impractical for every dwelling unit to have an adjacent private parking space or garage. Removing off-street parking requirements for residential development can also increase design flexibility and streamline the administration of unit lot subdivisions.

Administration

Parent lot size

Unit lot subdivisions should not have a minimum parent lot size separate from the zoning minimum lot size. ULS is primarily intended for smaller site developments and individual ownership of infill housing opportunities, such as middle housing, which cannot be accomplished by another process due to site size, building configurations, or development regulations. However, ULS can also be used on large sites. It is not intended to replace land division processes or function as a type of planned unit development. These examples are when a unit lot subdivision are ideal:

- Existing lot, meeting the minimum lot size, with more than one dwelling unit attached or detached
- Existing lot, larger than the minimum lot size, but not large enough to short plat
- Existing lot, larger than the minimum lot size, but not able to short plat without removal of an existing dwelling(s)
- Existing lot, regardless of size, developed with cottage housing or townhomes meeting the local development regulations

Number of unit lots

RCW 58.17.060(3) requires that ULS regulations be adopted within “short plat” procedures. Under [RCW 58.17.020](#) “short plat” is the map or representation of a short subdivision. A “short subdivision” is defined as:

“Short subdivision” is the division or redivision of land into four or fewer lots, tracts, parcels, sites, or divisions for the purpose of sale, lease, or transfer of ownership. However, the legislative authority of any city or town may by local ordinance increase the number of lots, tracts, or parcels to be regulated as short subdivisions to a maximum of nine. The legislative authority of any county planning under [RCW 36.70A.040](#) that has adopted a comprehensive plan and development regulations in compliance with chapter [36.70A](#) RCW may by ordinance increase the number of lots, tracts, or parcels to be regulated as short subdivisions to a maximum of nine in any urban growth area.

Setting the number of lots, tracts, or parcels to be regulated as short subdivisions to a maximum of nine, as allowed by the RCW, has the benefit of allowing more lots for residential development to be approved administratively and promote infill development in urban growth areas. Note that “Tier 1” middle housing cities subject to RCW 36.70A.635(1)(b) should allow unit lot short subdivisions of at least six unit lots to be

consistent with the number of middle housing units that must be allowed. See more information in Commerce’s [User Guide for Middle Housing Model Ordinances](#).

The requirement in RCW 58.17.060(3) is specific to including ULS procedures in short plat regulations. However, cities, towns, and counties may also, if they choose, adopt ULS procedures in their subdivision procedures, sometimes referred to as regular, major, or long subdivisions. For example, see [Wenatchee Municipal Code 11.32.080\(3\)](#) and [Anacortes Municipal Code 19.32.050\(D\)\(1\)](#).

Utilities

When developing ULS criteria, utility purveyors should be consulted for the best or preferred practices. These practices may vary if a ULS is proposed for a new development or an existing or older developed lot; regardless, it may be beneficial to include an administrative option to deviate from the preferred practice to expedite processing.

Utility purveyors (cities, special districts, and private purveyors) should consider flexible options for the design of water, sewer, electrical, and other connections to buildings in unit lot subdivisions. There are advantages and disadvantages to centralized and shared lateral connections and metering, as well as different ownership arrangements. Each option will have cost implications, and other reasons that require a variety of approaches which may be codified or administratively approved.

For example:

- A single-family dwelling with one or two accessory dwelling units should have the flexibility to record a unit lot subdivision without changing the existing utilities.
- A townhouse developer could have an option to choose between a private master meter maintained by a homeowner’s association and having separate meters for each unit.

Permit application and approval

The statute requires that unit lot subdivisions be “logically integrated with the application, review, and approval procedures that apply to the underlying unit lot housing development project to the greatest extent feasible.”

After the adoption deadlines, no city or town may decline to accept, process, or approve an application for a ULS, consistent with the procedural requirements of state statute, solely based on the city’s or town’s incomplete adoption or enactment of the state requirements.

Timing

The local code should be clear about what documents are required for a ULS and the standards of review.

Allowing flexible timing in the ULS application process, such as accepting applications both before construction begins and after completion, can benefit property owners and developers. For example, the owner of an existing detached single-family residence could use a ULS to sell their backyard to a developer who then builds an accessory dwelling unit or duplex on one unit lot, while the owner retains ownership of the existing residence on another unit lot. In another example, a townhouse development might first be developed as rental housing under single ownership and later converted to ownership units with each townhouse unit sitting on its own unit lot.

Applications

Additional items to consider requiring for ULS and with final plat applications may include:

- A site plan where each unit lot is uniquely labeled on the plat (such as Unit Lot A, Unit Lot B, etc.), showing access, utilities, parking, setbacks, as would be required for a short subdivision
- The legal description, parcel number, and/or street address (existing and modified, if applicable) of the original parent lot and for the new unit lots
- Access easements and easements for existing or new utility connections
- Joint use and maintenance agreements, and covenants, conditions and restrictions (CC&Rs) identifying the rights and responsibilities of property owners and/or an ownership association for use and maintenance of common areas and features

Processing considerations

A ULS must be noticed following RCW 36.70B.110, notice of application to the community and property owners within 250 feet of the ULS including through notice posted on the closest public sidewalk or roadway.

Comments are provided to the administrative decision maker who is tasked with making a decision based on “clear and objective design and development standards” within the time periods established for local government actions, as set forth in RCW 36.70B.080, unless extended pursuant to project-specific mutual agreement.

The administrator may apply public health, safety, building code, and environmental permitting requirements to a project development. Additionally, the Administrator may limit or prohibit a unit lot subdivision in a location where development is restricted under other laws, rules or ordinances, such as in locations where development is limited as a result of physical proximity to on-site sewage system infrastructure, critical areas, or other unsuitable physical characteristics of a property.

Finalizing and recording

Unit lot subdivisions, being a type of short plat, will follow the same approval procedures (including the same decision-maker) and recording procedures as subdivisions. Any access easements, joint use and maintenance agreements, and CC&Rs should be recorded with the county auditor. Notes on the face of the plat should be required to identify the development as a unit lot subdivision. Examples of required notes:

- *The title of the plat shall include the phrase “Unit Lot Subdivision”*
- *Approval of the development on each unit lot was granted by review of the development, as a whole, on the parent lot.*
- *Subsequent platting actions and additions or modifications to structure(s) shall not create a nonconformity of the parent lot.*
- *Unit lots are not separate buildable lots independent of the overall development on the parent lot; and additional development of individual unit lots may be limited as a result of the application of development standards to the parent lot.*

Resources

Code examples

The following list links to adopted ULS standards from Washington cities. The list is ordered roughly from least complex codes to more complex codes.

- [Shoreline Municipal Code 20.30.410\(B\)\(4\)](#) (adopted 2020) – a ULS may be used for “mixed single-family attached” development.
- Seattle Municipal Code [23.24.045 for short subdivision](#) and [23.22.062 for subdivisions](#) (adopted 2020) – ULS may be used for detached single-family residences, townhouses, rowhouses, and cottage housing.
- [Spokane Municipal Code 17G.080.065](#) (adopted 2023) – ULS may be used in any development with two or more dwelling units (including accessory dwelling units) and where the parent lot is two acres or less. Accessory dwelling units have special standards for utilities and recording. The general recording requirements provide more plat note requirements than most jurisdictions.
- Snohomish County Code [30.41B.205 for short subdivision](#) and [30.41A.205 for subdivision](#) (adopted 2017) – ULS may be used for townhouses, mixed townhouses, and cottage housing. Two separate codes depending on the number of unit lots proposed.
- [Wenatchee Municipal Code 11.32.080](#) (adopted 2023) – ULS may be used for duplexes, courtyard housing, townhouses, and cottage housing. There are clear references to short subdivisions and major subdivisions depending on the number of unit lots proposed. There are special requirements for final approval.
- [Snohomish Municipal Code 14.215.125](#) (adopted 2024) – ULS may be used for detached single-family residences, accessory dwelling units, duplexes, townhouses, cottage housing, and manufactured home parks. There are specific requirements for minimum open space and utility connections.
- [Everett Municipal Code 19.27](#) (adopted 2020) – ULS may be used for detached single-family residences, cottage housing, and townhouses. Provides special procedures for existing condominium buildings to subdivide into unit lots. Common areas may be owned in common or by a homeowner’s association.

Informational resources

Example of ULS information provided by Washington cities:

- [Tacoma – Unit Lot Subdivision Summary Sheet](#)
- [Snohomish – Unit Lot Subdivision Handout](#)
- [Seattle – Land Use / Master User Permit – Plat \(see Tip 213A\)](#)
- [Bellevue – Unit Lot Subdivision amendment information page](#)

Examples of ULS short plats for a variety of cities and housing types are [available here](#).

Model code

This model code provides an example of basic provisions for unit lot subdivisions. Modifications of this model code will be needed depending on each jurisdiction’s existing code organization, land division regulations, and desired approach to unit lot subdivisions.

- X. *Unit lot subdivisions.* A lot may be divided into separately owned unit lots and common areas, provided the following standards are met.
1. *Process.* Unit lot subdivisions shall follow the application, review, and approval procedures for a short subdivision or subdivision, depending on the number of lots.

- a. *Nothing prohibits a city or town from applying public health, safety, building code, and environmental permitting requirements to a development project that is subject to or integrated with a unit lot subdivision process.*
 - b. *Nothing requires a city or town to authorize a development project or a unit lot subdivision in a location where development is restricted under other laws, rules or ordinances, such as in locations where development is limited as a result of physical proximity to on-site sewage system infrastructure, critical areas, or other unsuitable physical characteristics of a property.*
2. *Applicability. A lot to be developed with middle housing or multiple detached single-family residences, in which no dwelling units are stacked on another dwelling unit or other use, may be subdivided into individual unit lots as provided herein.*
3. *Development as a whole on the parent lot, rather than individual unit lots, shall comply with applicable design and development standards.*
4. *Subsequent platting actions and additions or modifications to structure(s) may not create or increase any nonconformity of the parent lot.*
5. *Access easements, joint use and maintenance agreements, and covenants, conditions and restrictions (CC&Rs) identifying the rights and responsibilities of property owners and/or the homeowners' association shall be executed for use and maintenance of common garage, parking, and vehicle access areas; bike parking; solid waste collection areas; underground utilities; common open space; shared interior walls; exterior building facades and roofs; and other similar features shall be recorded with the county auditor.*
6. *Portions of the parent lot not subdivided for individual unit lots shall be owned in common by the owners of the individual unit lots, or by a homeowners' association comprised of the owners of the individual unit lots.*
7. *Notes shall be prominently placed on the face of the plat or short plat as recorded with the county auditor to state the following:*
 - a. *The title of the plat shall include the phrase "Unit Lot Subdivision."*
 - b. *Approval of the development (design and layout) on each unit lot was granted by the review of the development, as a whole, on the parent lot under file #_____.*
 - c. *Subsequent subdivision actions, additions, or modifications to the unit lot housing development, including all structures, may not create or increase any nonconformity of the parent lot as a whole, and shall conform to the approved unit lot housing development project or to the land use and development standards.*
 - d. *If a structure or portion of a structure within the unit lot housing development project has been damaged or destroyed, any repair, reconstruction, or replacement of any structure shall conform to the approved unit lot housing development project or to the land use and development standards in effect at the time the proposed repair, reconstruction, or replacement project's permit application becomes vested.*
 - e. *Additional development or redevelopment of the individual unit lots may be limited as a result of the application of development standards to the parent lot.*

8. *Effect of Preliminary Approval. Preliminary approval constitutes authorization for the applicant to develop the required facilities and improvements, upon review and approval of construction drawings by the public works department. All development shall be subject to any conditions imposed by the city on the preliminary approval.*
 - a. *By June 30, 2026, all unit lot subdivisions shall require notification to purchasers of their legal status as further described in RCW 58.17.060.*
9. *Revision and Expiration. Unit lot subdivisions follow the revision and expiration procedures for a short subdivision.*
10. *Definitions.*
 - a. *“Lot, parent” means a residential lot that is subdivided into unit lots through the unit lot subdivision process.*
 - b. *“Lot, unit” means a subdivided lot within a residential development as created from a parent lot and approved through the unit lot subdivision process.*
 - c. *“Unit lot subdivision” means a subdivision or short subdivision proposed as part of a residential development project that meets the development standards applicable to the parent lot at the time the application is vested, but which may result in development on one or more individual unit lots becoming nonconforming as to specified land use and development standards based on the analysis of the individual unit lot.*
 - d. *“Clear and objective design and development standards” means locally adopted development regulations that involve no personal or subjective judgment by a public official, and are ascertainable by reference to measurable written or graphic criteria available and knowable to the permit applicant, the public, and public officials prior to submittal.*
11. *Process procedures.*
 - a. *No public pre-decision meeting or hearing, nor any design review other than administrative design review, except for those required to comply with state law, including chapter 90.58 RCW, the Shoreline Management Act, when applicable.*
 - b. *All property owners and the community within 250’ of the unit lot subdivision shall be provided notice, consistent with RCW 36.70B.110, including through notice posted on the closest public sidewalk or roadway indicating how to provide written comments to the administrative decision maker,*
 - c. *The review and approval of a unit lot subdivision shall be logically integrated with the application, review and approval procedures for the underlying housing development project, to the greatest extent possible.*
 - d. *Review of a unit lot subdivision shall be subject to the maximum time period for local government actions as set forth in RCW 36.70B.080, unless extended pursuant to project-specific mutual agreement as permitted by RCW 36.70B.080.*

Planning Commission Action Summary
DCA-2025-0007 – City of Kennewick

The Kennewick Planning Commission conducted a public hearing on February 2, 2026. All interested parties were invited to come before the Commission and be heard. After reviewing the staff report and all oral and written facts and opinions, the Commission passed a motion on the proposed Development Code Amendment, concurring with the findings and conclusions in Staff Report DCA-2025-0007 and recommends approval of the proposed Development Code Amendments to City Council.

Findings of Fact:

1. The applicant is the City of Kennewick, Community Development, 210 W 6th Avenue, Kennewick, WA 99336.
2. The application was submitted on December 18, 2025.
3. Notice of the proposed code revision was sent to the Washington State Department of Commerce on December 18, 2025, consistent with the requirements of RCW 36.70A.106.
4. The City received confirmation of starting the 60-day/Expedited review period and notice that the City has met the Growth Management Act notice to state agency requirements from the Washington State Department of Commerce on December 18, 2025.
5. The Department of Commerce granted expedited review on January 5, 2026.
6. The City is required to adopt unit lot subdivision development regulations no later than when the current comprehensive plan update is completed.
7. A Determination of Non-Significance was issued on January 6, 2026.
8. The Notice of Public Hearing was published in the Tri City Herald on January 18, 2026.

Conclusion of Law:

1. The proposed amendments will provide additional subdivision of property options for the residents of Kennewick.
2. The proposed amendments comply with the City of Kennewick Comprehensive Plan.
3. The proposed amendments comply with RCW 58.17.020 and 58.17.060.

The motion to recommend approval to City Council was moved by Commissioner Arneson and seconded by Commissioner Perez. The motion was passed unanimously, with Commissioners Perez, Rahimlou, Arneson, Barger, Morales, and Vice Chair Gregory all in favor.

KENNEWICK PLANNING COMMISSION

DRAFT - MEETING MINUTES

FEBRUARY 2, 2026

1. CALL TO ORDER:

Vice Chair Tina Gregory called the regular meeting of the Kennewick Planning Commission to order at 6:34 p.m. Six Commissioners were present, one Commissioner absent and six Commissioners in the Council Chambers.

ATTENDANCE:

Commissioners Present:

Tina Gregory, *Vice Chair*
Mark Barger, *Commissioner*
Michelle Morales, *Commissioner*
Christopher Arneson, *Commissioner*
Douglas Perez, *Commissioner*
Ana Rahimlou, *Commissioner (online)*
***Commissioner Absent: James Hempstead**, *Chairman*

City Staff Present:

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

Ms. Didier announced a quorum was established.
meeting.

- b. Development Code Amendment (DCA) 2025-0007 – a proposal to amend Kennewick Municipal Code (KMC) Section 17.04.020: Definitions, and create Kennewick Municipal Code 17.14 to establish development regulations for unit-lot subdivisions. Applicant – City of Kennewick, Community Planning.**

Vice Chair Gregory opened the public hearing at 7:49 p.m. for Development Code Amendment (DCA) 2025-0007, a development code amendment for certain KMC Sections 17.

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-2025-0007 to City Council.

Planning Commission Questions of Staff: What does bad State legislation do to City zoning codes.

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

Testimony in Favor of the Request:

John Lawhead
2319 W. 29th Avenue
Kennewick

Mr. Lawhead gave comments in favor of this request, mandated by the State for Middle Housing, for affordable housing. Not applicable to all subdivisions in the City. Ready to get these developments done.

Testimony Neutral/Against the Request: None.

Testimony of Those Registered on Virtual Format: None.

Staff Final Comments: Mr. Donovan gave final comments from staff.


Public Testimony Closed at 8:06 p.m.

MOTION: Commissioner Arneson moved that the Planning Commission concur with the findings and conclusions in staff report DCA-2025-0007 and recommend approval of the request to City Council.

SECOND: Commissioner Perez.

DISCUSSION: None.

VOTE: The motion passed unanimously (6-0).

Council Agenda Coversheet	Item Number: 5.b.1. Date: 3/3/2026 Item Type: Ordinance	Category: Ordinance
	Subject: Ordinance: Adding a New Section, 17.14 - Unit Lot Subdivisions, to the Kennewick Municipal Code (DCA-2025-0007) Department: Community Planning Ordinance #: Contract #: DCA-2025-0007	
<p><u>Recommendation</u> The Planning Commission recommends Council adopt the ordinance adding Chapter 17.14 - Unit Lot Subdivisions to the KMC.</p> <p><u>Motion for Consideration</u> Motion to adopt the ordinance as presented.</p> <p><u>Summary</u> The Washington Legislature passed Engrossed Senate Bill 5559 which requires that the city adopt development regulations for unit lot subdivisions. The regulations are required to be adopted by the jurisdiction's next comprehensive plan update. Staff reviewed the regulations in RCW 58.17.060 and determined that the proposed Chapter 17.14 – Unit Lot Subdivision, should be similar in layout and maximum number of lots created as Chapter 17.13 – Short Plats.</p> <p><u>Alternatives</u> None Proposed.</p> <p><u>Fiscal Impact</u> None Known.</p>		
<p><u>Attachments:</u> 1. Ordinance</p>		

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO SUBDIVISIONS AND ADDING
CHAPTER 17.14 TO THE KENNEWICK MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1. Chapter 5.25 of the Kennewick Municipal Code, be, and the same hereby is, added to
read as follows:

17.14 – Unit Lot Subdivisions

17.14.010: Applicability.

A lot to be developed with middle housing or multiple detached single-family residences or
accessory dwelling units, in which no dwelling units are stacked on another dwelling unit or
other use, may be subdivided into no more than nine individual unit lots as provided herein.

(Ord. 26-_____ Sec. 1, 2026)

17.14.020: Plat Administrator.

The Planning Director or his/her designee, shall act as the City's Plat Administrator. The Plat
Administrator ("Administrator") will summarily approve, conditionally approve, or disapprove
proposed final short plats. The Administrator may adopt reasonable rules to implement this
Chapter.

(Ord. 26-_____ Sec. 1, 2026)

17.14.030: Process.

Unit lot subdivisions shall follow the application, review, and approval procedures for a short
subdivision in KMC Chapter 17.13, in addition to the following:

- (1) Nothing prohibits a city or town from applying public health, safety, building
code, and environmental permitting requirements to a development project that is
subject to or integrated with a unit lot subdivision process.
- (2) Nothing requires a city or town to authorize a development project or a unit lot
subdivision in a location where development is restricted under other laws, rules
or ordinances, such as in locations where development is limited as a result of
physical proximity to on-site sewage system infrastructure, critical areas, or other
unsuitable physical characteristics of a property.

- (3) No public pre-decision meeting or hearing, nor any design review other than administrative design review, except for those required to comply with state law, including chapter 90.58 RCW, the Shoreline Management Act, when applicable.
- (4) All property owners and the community within 250' of the unit lot subdivision shall be provided notice, consistent with RCW 36.70B.110, including through notice posted on the closest public sidewalk or roadway indicating how to provide written comments to the administrative decision maker.
- (5) The review and approval of a unit lot subdivision shall be logically integrated with the application, review and approval procedures for the underlying housing development project, to the greatest extent possible.
- (6) Review of a unit lot subdivision shall be subject to the maximum time period for local government actions as set forth in RCW 36.70B.080, unless extended pursuant to project-specific mutual agreement as permitted by RCW 36.70B.080.

(Ord. 26-_____ Sec. 1, 2026)

17.14.040: Unit Lot Subdivision Applications.

Complete Preliminary and Final Unit Lot Subdivision Applications shall be determined as provided under KMC Sections 17.13.040 and 17.13.081.

(Ord. 26-_____ Sec. 1, 2026)

17.14.050: Expiration.

Expiration of permits and applications under this Chapter shall be determined as provided under KMC 4.12.075.

(Ord. 26-_____ Sec. 1, 2026)

17.014.060: Required Plat Notes:

Notes shall be prominently placed on the face of the short plat as recorded with the county auditor to state the following:

- (1) The title of the plat shall include “Unit Lot Subdivision”.
- (2) Approval of the development (design and layout) on each unit lot was granted by the review of the development, as a whole, on the parent lot under file #.
- (3) Subsequent subdivision actions, additions, or modifications to the unit lot housing development, including all structures, may not create or increase any nonconformity of the parent lot as a whole, and shall conform to the approved unit lot housing development project or to the land use and development standards.

- (4) If a structure or portion of a structure within the unit lot housing development project has been damaged or destroyed, any repair, reconstruction, or replacement of any structure shall conform to the approved unit lot housing development project or to the land use and development standards in effect at the time the proposed repair, reconstruction, or replacement project's permit application becomes vested.
- (5) Additional development or redevelopment of the individual unit lots may be limited as a result of the application of development standards to the parent lot.

(Ord. 26-_____ Sec. 1, 2026)

17.14.070: Preliminary Plat Map.

A plat map must be submitted in the format designated as provided under KMC Chapter 17.13.050.

(Ord. 26-_____ Sec. 1, 2026)

17.14.080: Preliminary Review.

Unit lot subdivisions shall be processed in the same manner as short plats, pursuant to KMC Section 17.13.055 and the following:

- (1) Development as a whole on the parent lot, rather than individual unit lots, shall comply with applicable design and development standards.
- (2) Subsequent platting actions and additions or modifications to structure(s) may not create or increase any nonconformity of the parent lot.
- (3) Access easements, joint use and maintenance agreements, and covenants, conditions and restrictions (CC&Rs) identifying the rights and responsibilities of property owners and/or the homeowners' association shall be executed for use and maintenance of common garage, parking, and vehicle access areas; bike parking; solid waste collection areas; underground utilities; common open space; shared interior walls; exterior building facades and roofs; and other similar features shall be recorded with the county auditor.
- (4) Portions of the parent lot not subdivided for individual unit lots shall be owned in common by the owners of the individual unit lots, or by a homeowners' association comprised of the owners of the individual unit lots.

(Ord. 26-_____ Sec. 1, 2026)

17.14.090: Preliminary Approval.

Preliminary approval constitutes authorization for the applicant to develop the required facilities and improvements, upon review and approval of construction drawings by the public

works department. All developments shall be subject to any conditions imposed by the city on the preliminary approval.

(Ord. 26-_____ Sec. 1, 2026)

17.14.100: Final Plat Map.

A plat map must be submitted in the format designated as provided under KMC Chapter 17.13.085.

(Ord. 26-_____ Sec. 1, 2026)

17.14.110: Final Approval.

Final approval is subject to the requirements of KMC Section 17.13.092.

(Ord. 26-_____ Sec. 1, 2026)

17.14.120: Construction of Improvements.

Lots created through a Unit Lot Subdivision shall be subject to all applicable requirements KMC Section 17.13.095.

(Ord. 26-_____ Sec. 1, 2026)

17.14.130: Alteration Procedures.

Unit lot subdivisions shall be subject to the requirements of KMC Section 17.13.170.

(Ord. 26-_____ Sec. 1, 2026)

Section 2. Actions taken before the effective date of this ordinance that are not inconsistent with the ordinance, or any provisions thereof, are hereby ratified and affirmed.

Section 3. This ordinance shall be in full force and effect five (5) days from and after its approval, passage and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 3rd day of March, 2026.

Attest:

JASON R. MCSHANE, Mayor


KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Item Number: 5.b.2. Date: 3/3/2026 Item Type: Ordinance	Category: Ordinance
	Subject: Ordinance: Amending KMC Chapter 17.04.020 – Unit Lot Subdivision - Definitions (DCA-2025-0007) Department: Community Planning Ordinance #: Permit #: DCA-2025-0007	
<p><u>Recommendation</u> The Planning Commission recommends Council adopt the ordinance adding subsections to Section 17.04.020 - Definitions.</p> <p><u>Motion for Consideration</u> Motion to adopt the ordinance as presented.</p> <p><u>Summary</u> With the creation of KMC 17.14, it is necessary to update the definitions in KMC 17.04.020.</p> <p>The Washington Legislature passed Engrossed Senate Bill 5559, which requires that the city adopt development regulations for unit lot subdivisions. The regulations are required to be adopted by the jurisdiction’s next comprehensive plan update. The proposed amendments to KMC Section 17.04.020 are the same definitions for Parent Lot, Unit Lot, Unit Lot Subdivision and "Clear and objective design and development standards" as what is established in Revised Code of Washington (RCW) 58.17.020.</p> <p><u>Alternatives</u> None proposed.</p> <p><u>Fiscal Impact</u> None known.</p>		
<p><u>Attachments:</u></p> <ol style="list-style-type: none"> 1. Ordinance 2. Redline 		

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO DEFINITIONS AND AMENDING
SECTION 17.04.020 OF THE KENNEWICK MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1. Section 17.04.020 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

17.04.020: Definitions.

As used in this Title, unless the context or subject matter clearly requires otherwise, the
following words or phrases have the meanings ascribed to them in this Chapter.

- (1) *Binding Site Plan*: "Binding Site Plan" means a drawing to a scale of a division of land into lots or tracts classified for industrial or commercial use or as otherwise provided in RCW 58.17.035 and RCW 58.17.040 for the purpose of sale, transfer or lease.
- (2) *Block*: "Block" is a group of lots, tracts, or parcels within well-defined and fixed boundaries.
- (3) *City Council*: "City Council" is the City Council for the City.
- (4) *Comprehensive Parks and Recreation Plan*: "Comprehensive Parks and Recreation Plan" is the adopted Comprehensive Parks and Recreation Plan of the City.
- (5) *County Auditor*: "County Auditor" is the County Auditor for Benton County.
- (6) *County Treasurer*: "County Treasurer" is the County Treasurer for Benton County.
- (7) *Dedication*: "Dedication" is the appropriation of land by an owner for public uses reserving to himself no other rights than such as are compatible with the full exercise and enjoyment of the public uses to which the property has been devoted.
- (8) *Division*: "Division" refers to any division of land, including subdivision, short subdivision or binding site plan.
- (9) *Easement*: "Easement" means a covenant (binding agreement) which grants or restricts a specific right of use.
- (10) *Final Plat*: "Final Plat" is the final drawing of a subdivision and dedication, prepared for filing for record with the County Auditor, and containing all the elements required by this Title.
- (11) *Frontage Road (parallel Access Road)*: "Frontage Road" is a public or private drive that generally parallels a public street between the right-of-way and the front building setback line. The frontage road provides access to private properties while separating them from the arterial street by a green median. Typically, the parallel

access road would run between streets or arterials, although it may have intermediate access points.

- (12) *Hearing Examiner*: "Hearing Examiner" means the Hearing Examiner of the City of Kennewick.
- (13) *Homeowners' Association*: "Homeowners' Association" is an incorporated entity for the pursuit of a common enterprise within a division, whose charter, and bylaws, have been reviewed by the City.
- (14) *Lot and Lot Area*: "Lot" is a fractional part of a division of land having fixed boundaries. The term is synonymous with "tracts" and "parcels." "Lot Area" is the total area of a lot contained within the lot boundary lines, excluding any deeded or dedicated right-of-way.
- (15) *Personal Wireless Services and Facilities*: "Personal Wireless Services" means any federally licensed personal wireless service. "Facilities" means unstaffed facilities that are used for the transmission or reception, or both, of wireless communication services including, but not necessarily limited to, antenna arrays, transmission cables, equipment shelters, and support structures.
- (16) *Planning Commission*: "Planning Commission" is the Planning Commission for the City.
- (17) *Planning Director*: "Planning Director" means the appointed Director of Kennewick's planning staff, or his or her authorized representative, with review, decision-making and other regulatory authority as specified by provisions of the Kennewick Municipal Code, including other such responsibilities and authorities, as specified by an appropriate representative of the City.
- (18) *Plat*: "Plat" is a map or representation of a subdivision, showing the division of land into lots, blocks, streets and alleys, or other divisions or dedications and includes subdivisions, short subdivisions and binding site plans.
- (19) *Plat Administrator*: "Plat Administrator" means the Planning Director or his or her designee(s), responsible for the review and signing of all plats, short plats and binding site plans.
- (20) *Preliminary Plat*: "Preliminary Plat" is a neat and approximate drawing of a proposed subdivision showing the general layout of streets and alleys, lots, blocks, and other elements of a subdivision consistent with this Chapter. The preliminary plat is the basis for the approval or disapproval of the general layout of a subdivision.
- (21) *Protective or Restrictive Covenants*: "Protective or Restrictive Covenants" are a declaration by the owner which binds the land for the completeness, security, and continuance of the declared purposes, which has been reviewed by the City.
- (22) *Short Plat*: "Short Plat" is the map or representation of a short subdivision.

- (23) *Short Subdivision*: "Short Subdivision" is the division or redivision of land into nine or fewer lots, tracts, parcels, sites, or divisions for the purpose of sale, lease, or transfer of ownership.
- (24) *Subdivider*: "Subdivider" is any person, firm or corporation undertaking the subdividing or re-subdividing of any parcel of land.
- (25) *Subdivision*: "Subdivision" is a division or redivision of land into ten or more lots, tracts, parcels, sites, or divisions for the purpose of sale, lease, or transfer of ownership.
- (26) *Lot, Parent*: "Lot, parent" means a residential lot that is subdivided into unit lots through the unit lot subdivision process.
- (27) *Unit Lot*: "Unit lot" means a subdivided lot within a residential development as created from a parent lot and approved through the unit lot subdivision process.
- (28) *Unit Lot Subdivision*: "Unit lot subdivision" means a short subdivision proposed as part of a residential development project that meets the development standards applicable to the parent lot at the time the application is vested, but which may result in development on one or more individual unit lots becoming nonconforming as to specified land use and development standards based on the analysis of the individual unit lot. All unit lot subdivisions shall require notifications to purchasers of their legal status as further described in RCW 58.17.060.
- (29) "*Clear and objective design and development standards*" means locally adopted development regulations that involve no personal or subjective judgment by a public official, and are ascertainable by reference to measurable written or graphic criteria available and knowable to the permit applicant, the public, and public officials prior to submittal.

(Ord. 26-_____ Sec. 1, 2026; Ord. 5415 Sec. 1, 2012; Ord. 5322 Sec. 38, 2010; Ord. 5280 Sec. 1, 2010)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 3rd day of March, 2026.

Attest:

JASON R. MCSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO DEFINITIONS AND AMENDING
SECTION 17.04.020 OF THE KENNEWICK MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1. Section 17.04.020 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

17.04.020: Definitions.

As used in this Title, unless the context or subject matter clearly requires otherwise, the
following words or phrases have the meanings ascribed to them in this Chapter.

- (1) *Binding Site Plan*: "Binding Site Plan" means a drawing to a scale of a division of land into lots or tracts classified for industrial or commercial use or as otherwise provided in RCW 58.17.035 and RCW 58.17.040 for the purpose of sale, transfer or lease.
- (2) *Block*: "Block" is a group of lots, tracts, or parcels within well-defined and fixed boundaries.
- (3) *City Council*: "City Council" is the City Council for the City.
- (4) *Comprehensive Parks and Recreation Plan*: "Comprehensive Parks and Recreation Plan" is the adopted Comprehensive Parks and Recreation Plan of the City.
- (5) *County Auditor*: "County Auditor" is the County Auditor for Benton County.
- (6) *County Treasurer*: "County Treasurer" is the County Treasurer for Benton County.
- (7) *Dedication*: "Dedication" is the appropriation of land by an owner for public uses reserving to himself no other rights than such as are compatible with the full exercise and enjoyment of the public uses to which the property has been devoted.
- (8) *Division*: "Division" refers to any division of land, including subdivision, short subdivision or binding site plan.
- (9) *Easement*: "Easement" means a covenant (binding agreement) which grants or restricts a specific right of use.
- (10) *Final Plat*: "Final Plat" is the final drawing of a subdivision and dedication, prepared for filing for record with the County Auditor, and containing all the elements required by this Title.
- (11) *Frontage Road* (parallel Access Road): "Frontage Road" is a public or private drive that generally parallels a public street between the right-of-way and the front building setback line. The frontage road provides access to private properties while

separating them from the arterial street by a green median. Typically, the parallel access road would run between streets or arterials, although it may have intermediate access points.

- (12) *Hearing Examiner*: "Hearing Examiner" means the Hearing Examiner of the City of Kennewick.
- (13) *Homeowners' Association*: "Homeowners' Association" is an incorporated entity for the pursuit of a common enterprise within a division, whose charter, and bylaws, have been reviewed by the City.
- (14) *Lot and Lot Area*: "Lot" is a fractional part of a division of land having fixed boundaries. The term is synonymous with "tracts" and "parcels." "Lot Area" is the total area of a lot contained within the lot boundary lines, excluding any deeded or dedicated right-of-way.
- (15) *Personal Wireless Services and Facilities*: "Personal Wireless Services" means any federally licensed personal wireless service. "Facilities" means unstaffed facilities that are used for the transmission or reception, or both, of wireless communication services including, but not necessarily limited to, antenna arrays, transmission cables, equipment shelters, and support structures.
- (16) *Planning Commission*: "Planning Commission" is the Planning Commission for the City.
- (17) *Planning Director*: "Planning Director" means the appointed Director of Kennewick's planning staff, or his or her authorized representative, with review, decision-making and other regulatory authority as specified by provisions of the Kennewick Municipal Code, including other such responsibilities and authorities, as specified by an appropriate representative of the City.
- (18) *Plat*: "Plat" is a map or representation of a subdivision, showing the division of land into lots, blocks, streets and alleys, or other divisions or dedications and includes subdivisions, short subdivisions and binding site plans.
- (19) *Plat Administrator*: "Plat Administrator" means the Planning Director or his or her designee(s), responsible for the review and signing of all plats, short plats and binding site plans.
- (20) *Preliminary Plat*: "Preliminary Plat" is a neat and approximate drawing of a proposed subdivision showing the general layout of streets and alleys, lots, blocks, and other elements of a subdivision consistent with this Chapter. The preliminary plat is the basis for the approval or disapproval of the general layout of a subdivision.
- (21) *Protective or Restrictive Covenants*: "Protective or Restrictive Covenants" are a declaration by the owner which binds the land for the completeness, security, and continuance of the declared purposes, which has been reviewed by the City.
- (22) *Short Plat*: "Short Plat" is the map or representation of a short subdivision.

- (23) *Short Subdivision*: "Short Subdivision" is the division or redivision of land into nine or fewer lots, tracts, parcels, sites, or divisions for the purpose of sale, lease, or transfer of ownership.
- (24) *Subdivider*: "Subdivider" is any person, firm or corporation undertaking the subdividing or re-subdividing of any parcel of land.
- (25) *Subdivision*: "Subdivision" is a division or redivision of land into ten or more lots, tracts, parcels, sites, or divisions for the purpose of sale, lease, or transfer of ownership.
- (26) *Lot, Parent*: "Lot, parent" means a residential lot that is subdivided into unit lots through the unit lot subdivision process.
- (27) *Unit Lot*: "Unit lot" means a subdivided lot within a residential development as created from a parent lot and approved through the unit lot subdivision process.
- (28) *Unit Lot Subdivision*: "Unit lot subdivision" means a short subdivision proposed as part of a residential development project that meets the development standards applicable to the parent lot at the time the application is vested, but which may result in development on one or more individual unit lots becoming nonconforming as to specified land use and development standards based on the analysis of the individual unit lot. All unit lot subdivisions shall require notifications to purchasers of their legal status as further described in RCW 58.17.060.
- (29) *Clear and objective design and development standards* means locally adopted development regulations that involve no personal or subjective judgment by a public official, and are ascertainable by reference to measurable written or graphic criteria available and knowable to the permit applicant, the public, and public officials prior to submittal.

(Ord. 26-_____ Sec. 1, 2026; Ord. 5415 Sec. 1, 2012; Ord. 5322 Sec. 38, 2010; Ord. 5280 Sec. 1, 2010)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 3rd day of March, 2026.

Attest:

JASON R. MCSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk


Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION: _____

ORDINANCE EFFECTIVE DATE: _____

PRELIMINARY

Council Agenda Coversheet	Item Number: 6.a. Date: 3/3/2026	Category: Public Mtg / Hrg Resolution
	Item Type: Public Hearing Subject: Resolution: Final Latecomers Reimbursement Agreement for S. Colorado Street Sewer Department: Public Works Resolution #:	

Recommendation
Staff recommends the City Council adopt the resolution as presented and authorize the City Manager to sign the Final Latecomers Reimbursement Agreement for S Colorado Street Sewer.

Motion for Consideration
Motion to adopt the resolution as presented and authorize the City Manager to sign the Final Latecomers Reimbursement Agreement for S Colorado Street Sewer.

Summary
On November 5, 2024, the City Council adopted Resolution 24-20, authorizing a Preliminary Latecomers Agreement for S Colorado Street Sewer.

As part of the Light Industrial Area (LIA) Utilities Extension project (P2211), the City constructed a sewer main in S Colorado Street. The properties fronting S Colorado Street will potentially benefit from the sewer infrastructure constructed.

Per KMC 5.60.030, latecomers for utility related improvements (sanitary sewer, water, and storm) can be 20-years in duration.

If the parcels listed in Exhibit A , or where required as a plat condition, connect to this sewer within the 20-year period following approval of this final latecomer's agreement, they will be required to pay for their pro rata share as shown in Exhibit B.

Reimbursement from the parcels listed in Exhibit A will be required at the time of permitting to develop any portion of their property that requires connection to city sewer, or as required to construct as part of plat conditions, or use of the sewer main constructed by the City.

Notice of the Final Latecomer Reimbursement Agreement, along with property owner's rights, have been mailed to all affected property owners of record as shown on the records of the Benton County Assessor.

Alternatives
If the Council does not approve this final agreement, the City would not be able to recoup the portions of the costs.

Fiscal Impact
If sewer connections are made by the parties identified in Exhibit A and reimbursement fees are collected, a 10% administrative fee will also be retained by the City as identified in KMC 5.60.080.

- Attachments:**
1. Resolution
 2. Memo
 3. Presentation
 4. Agreement

CITY OF KENNEWICK
RESOLUTION NO. 26-_____

A RESOLUTION APPROVING A CITY-INITIATED FINAL LATECOMERS
REIMBURSEMENT AGREEMENT FOR S COLORADO STREET SEWER

WHEREAS, The City of Kennewick has requested to enter into a City-Initiated Final Latecomers Reimbursement Agreement for the construction of sanitary sewer facilities along the southern extension of South Colorado Street; and

WHEREAS, Chapter 5.60 Kennewick Municipal Code (KMC) provides for the potential reimbursement of costs for utilities that could benefit other nearby properties; and

WHEREAS, on November 5, 2024, the City Council adopted Resolution 24-20, approving a Preliminary Latecomer Reimbursement Agreement for this S. Colorado Street Sewer; and

WHEREAS, on February 5, 2026, in accordance with KMC 5.60.070(6) a minimum of twenty (20) days in advance of the public hearing held on this date, the final determination of area boundaries and assessments, along with a description of the property owners' rights was forwarded by certified mail to the property owners of record as shown on the records of the Benton County Assessor within the proposed assessment area; and

WHEREAS, notice was published on February 20, 2026, that a public hearing would be held on this date concerning the latecomers agreement; and

WHEREAS, on this date City Council held a public hearing; NOW, THEREFORE,

BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, AS FOLLOWS:

Section 1. The properties listed in Exhibit A shall be subject to this City-Initiated Final Latecomers Reimbursement Agreement.

Section 2. The City Manager is authorized to sign the City-Initiated Final Latecomers Reimbursement Agreement.

Section 3. The construction of sanitary sewer facilities along S. Colorado Street has been completed.

Section 4. The final assessments costs of such improvements are approved.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 3rd day of March, 2026.

Attest:

JASON R. McSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney



Leading the Way

MEMORANDUM

Public Works Department

Date: February 23, 2026
To: Kennewick City Council
From: Caleb Shannon, PE, Utility Services Manager
Subject: **S Colorado Street Sewer Final Latecomers Reimbursement Agreement**

Project Description

The City recently constructed a sewer main in S. Colorado Street as part of the Light Industrial Area Utilities Extension project to support the area south of Interstate 82.

Assessment Reimbursement (based on linear frontage pro rata) Areas and Benefits

The properties fronting to S. Colorado Street are potential beneficiaries of the City's recently constructed sewer main and are subject to pro rata cost shares as shown on Exhibits A and B. The pro rata share for each parcel is based on linear feet of frontage along S Colorado Street.

Additional Eligible Costs

Additional eligible costs include the latecomer fee of \$360 per parcel, the utility fee of \$880 per utility (sewer only), the 10% Latecomers Administrative Fee (per KMC 5.6), survey and as built drawing cost.

Term and Timing of Reimbursements

Per KMC 5.60.030, latecomers can be for 20 years for utility improvements (sanitary sewer, water and storm drain).

If the parcels listed in Exhibit A develop within the 20-year period, following approval of this final latecomer's reimbursement agreement, they will be required to pay for their estimated shares shown in exhibit B.

Reimbursement from the parcels listed in Exhibit A will be required at the time of permitting to develop any portion of their property that requires connection to or use of the sanitary sewer main constructed by the City.

PUBLIC WORKS

1010 E. Chemical Drive • PO Box 6108 • Kennewick, WA 99336-0108
(509) 585-4289 • Fax (509) 585-4451 • Caleb.Shannon@ci.kennewick.wa.us



Final Latecomers Agreement Colorado Street Sewer Extension

for LIA Utility Extension (P2211) Project

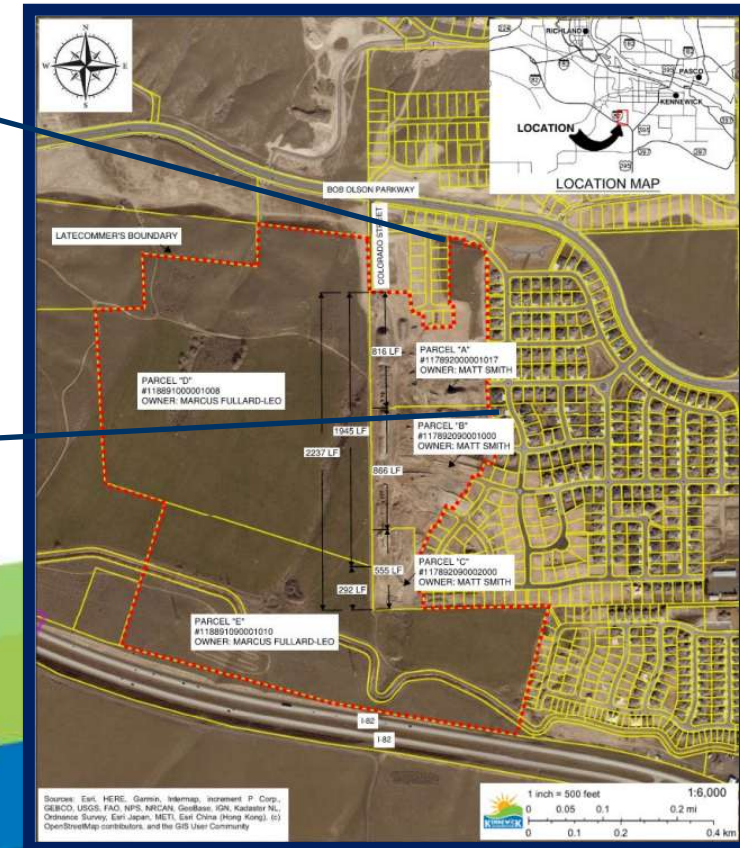
Caleb Shannon, P.E., Utility Services Manager

Final Latecomers Agreement

- This Latecomer Agreement would require reimbursement should the parties connects or where required as a plat condition in the next 20-years.
- Total final construction costs to be applied to latecomer property owners, including tax and administrative fees, is \$306,563 (based on 8” “developer required size”).
- The value of the reimbursement by the parties to the final agreement is based on linear feet of property frontage as shown on Exhibit B of the Agreement.
- The final reimbursement amount is based on actual construction costs.

Final Latecomers Agreement

- Preliminary Latecomers Agreement
 - *Signed November 5, 2024*
- Apple Valley continued to sell home lots and Parcel A has since been partially subdivided creating additional lots.
- The remainder of Parcel A will be assessed as originally listed in the Preliminary Latecomers Agreement.



Final Latecomers Agreement

- Parcel Property Owners

ASSESSMENT AREA	PARCEL # LEGAL DESCRIPTION	PROPERTY OWNER(S)
PARCEL A	#117892000001017	Matt Smith
	See legal description Page 2	Tri Cities Development Company, LLC
PARCEL B	#117892090001000	Matt Smith
	See legal description Page 2	Tri Cities Development Company, LLC
PARCEL C	#117892090002000	Matt Smith
	See legal description Page 2	Tri Cities Development Company, LLC
PARCEL D	#118891000001008	Marcus Fullard-Leo
	See legal description Pages 2 & 3	Jaycee Structure, LLC
PARCEL E	#118891090001010	Marcus Fullard-Leo
	See legal description Pages 3 - 5	Jaycee Structure, LLC

Final Latecomers Agreement

Final Sewer Cost

NO.	DESCRIPTION	SCHEDULE OF VALUES			
		QUANTITY	UNIT	UNIT PRICE	TOTAL COST
1	Mobilization (10% of total project cost)	1	LS	\$120,031	\$12,003.10
2	Construction Surveying (10% of total project cost)	1	LS	\$16,215	\$1,621.49
3	Shoring and Trench Safety Systems (\$2.00/LF X 2237 LF)	1	LS	\$4,474	\$4,474.00
4	SDR35 PVC Sanitary Sewer Pipe 8* In. Diam.	2,237	LF	\$84	\$186,923.72
5	Manhole 48 In. Diam. Type 1	7	EA	\$6,921	\$48,449.80
6	Latecomers Fees (per KMC 5.60**)	1	LS	\$2,680	\$2,680.00
SUBTOTAL					\$256,152.10
BENTON COUNTY SALES TAX (at time of construction)				8.8%	\$22,541.39
SUBTOTAL					\$278,693.49
Latecomers Administrative Fee (per KMC 5.60)				10%	\$27,869.35
TOTAL ESTIMATED COSTS					\$306,562.84

*Actual sewer pipe size installed was 12", unit price reflects the installation of 8" pipe,

** Fees adjusted based on ENR CCI as required by KMC



Final Latecomers Agreement

- Final Latecomers Notification to Property Owners
- Notification letters unfortunately included a minor cost discrepancy totaling \$30
- Exhibit B – Total Construction Costs, shows the total cost correctly at \$306,562.84
- Correct total costs are used within the agreement, changing the individual property costs slightly per parcel reimbursement

Final Latecomers Agreement

Final Allocation of Cost

ASSESSMENT AREA	PARCEL # LEGAL DESCRIPTION	PROPERTY OWNER(S)	FUTURE ASSESSMENT
PARCEL A	#117892000001017	Matt Smith	Latecomer Assessment **
	See legal description Page 2	Tri Cities Development Company, LLC	\$55,913.12
PARCEL B	#117892090001000	Matt Smith	Latecomer Assessment **
	See legal description Page 2	Tri Cities Development Company, LLC	\$59,339.16
PARCEL C	#117892090002000	Matt Smith	Latecomer Assessment **
	See legal description Page 2	Tri Cities Development Company, LLC	\$38,029.14
Total Latecomer Assessment for Parcels A, B, & C			\$153,281.42
PARCEL D	#118891000001008	Marcus Fullard-Leo	Latecomer Assessment **
	See legal description Pages 2 & 3	Jaycee Structure, LLC	\$133,273.30
PARCEL E	#118891090001010	Marcus Fullard-Leo	Latecomer Assessment **
	See legal description Pages 3 - 5	Jaycee Structure, LLC	\$20,008.12
Total Latecomer Assessment for Parcels D & E			\$153,281.42
<p>*Construction cost includes an 8" sewer main (developer size required). Actual size installed was a 12" sewer main. Estimated construction cost includes roadway grading which only applies to Matt Smith's properties, parcels A, B, & C. Grading work was performed by Matt Smith's contractor and no longer included in the Construction Cost</p> <p>** Preliminary assessment of Latecomer share to be paid in the future if parcels are developed per KMC 5.60.</p>			



Questions



City-Initiated Final Latecomers Reimbursement Agreement
Chapter 5.60 Kennewick Municipal Code (KMC)
Facility Contract
Sanitary Sewer Facilities

THIS AGREEMENT entered into this date by and between the City of Kennewick, a Washington municipal corporation (“City”), and the property owners listed on Exhibit A (“Owners”).

WITNESSETH:

WHEREAS, the City has, by Resolution 24-20, adopted by the City Council on the 5th day of November, 2024, approved the reimbursement agreement for the construction of the sewer extension in South Colorado Street by the City in support of the City’s Light Industrial Area (LIA) Utility Extension (P2211) project and established a preliminary assessment reimbursement area and preliminary pro rata share of costs; NOW THEREFORE,

IT IS AGREED AS FOLLOWS:

1. The City has constructed, at its expense, the sewer extension in South Colorado Street as per construction plans approved by the City. The sewer extension will provide sewer service to the parcels adjacent to future South Colorado Street and the LIA south of Interstate Route 82 as shown in Exhibit A, which is attached hereto and incorporated herein by reference. Said facility has been constructed in accordance with the City Standard Specifications and Drawings in effect governing the construction and specifications for facilities of such type, and subject to the approval of the City Engineer or approved agent.
2. It is the intent of this City-initiated Final Latecomers Reimbursement Agreement, that for a period of twenty (20) years from the date of the City Council’s adoption of the Final Latecomers Reimbursement Agreement, that any person, firm, or corporation owning real estate within the assessment area and not contributing to the original cost of such facility, who subsequently connects into city sewer, or as required to construct as part of plat conditions, or uses the same, shall pay a fair pro rata share of the cost of construction of said facility in accordance with the schedule and reimbursement area map set forth in Exhibit B.
3. With completion of construction of the extension and its acceptance by the City Engineer, the facility shall become a part of the municipal system of the City. Maintenance and operation costs of said facility will be borne by the City, except for work and corrections covered by the contractor’s one-year warranty bond.

4. Upon adoption of this City-Initiated Final Latecomers Reimbursement Agreement by the City Council, that no person, firm, or corporation shall be granted a permit or be authorized by the City to connect into or use any such facility, or extensions thereof, during the period of time prescribed in Paragraph (2) of this contract without first paying to the City, in addition to any and all other costs and charges made and assessed for such connection or use, the amount required by the provisions of the contract under which the facility so connected onto or used or constructed, as set forth in Exhibit B. All amounts so received by the City, plus a handling, processing and administration fee equal to ten percent (10%) of the reimbursement collected, shall be remitted to the City. After expiration of this time prescribed in Paragraph 2 of the contract, City standard fees in effect at the time will apply.

5. Whenever any connection is made onto the facility described in Paragraph (1) under this contract without such payment having first been made in accordance with Exhibit B, the City may remove or cause to be removed, such unauthorized connection and all connecting lines or pipe located in the facility right-of-way, and dispose of such material removed without any liability whatsoever.

6. The Owners agree to pay to the City a handling, processing, and administrative fee of ten percent (10%) of all reimbursements collected by the City as reflected in the cost estimate.

7. The Owners release and waive any claims for any liability of the City, its officials, agents, and employees in the establishment and enforcement of the Preliminary and Final Latecomers Reimbursement Agreement.

CITY OF KENNEWICK

Erin Erdman, City Manager	Date
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ATTEST:

Krystal Johnston, City Clerk	Date
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APPROVED AS TO FORM:

Laurencio Sanguino, City Attorney	Date
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DEVELOPERS/OWNERS

Matt Smith,
Tri Cities Development Company, LLC
Parcels A, B, & C

Date

Marcus Fullard-Leo
Jaycee Structure, LLC
Parcels D & E

Date

EXHIBIT A

COLORADO STREET SEWER LATECOMER AGREEMENT MAP

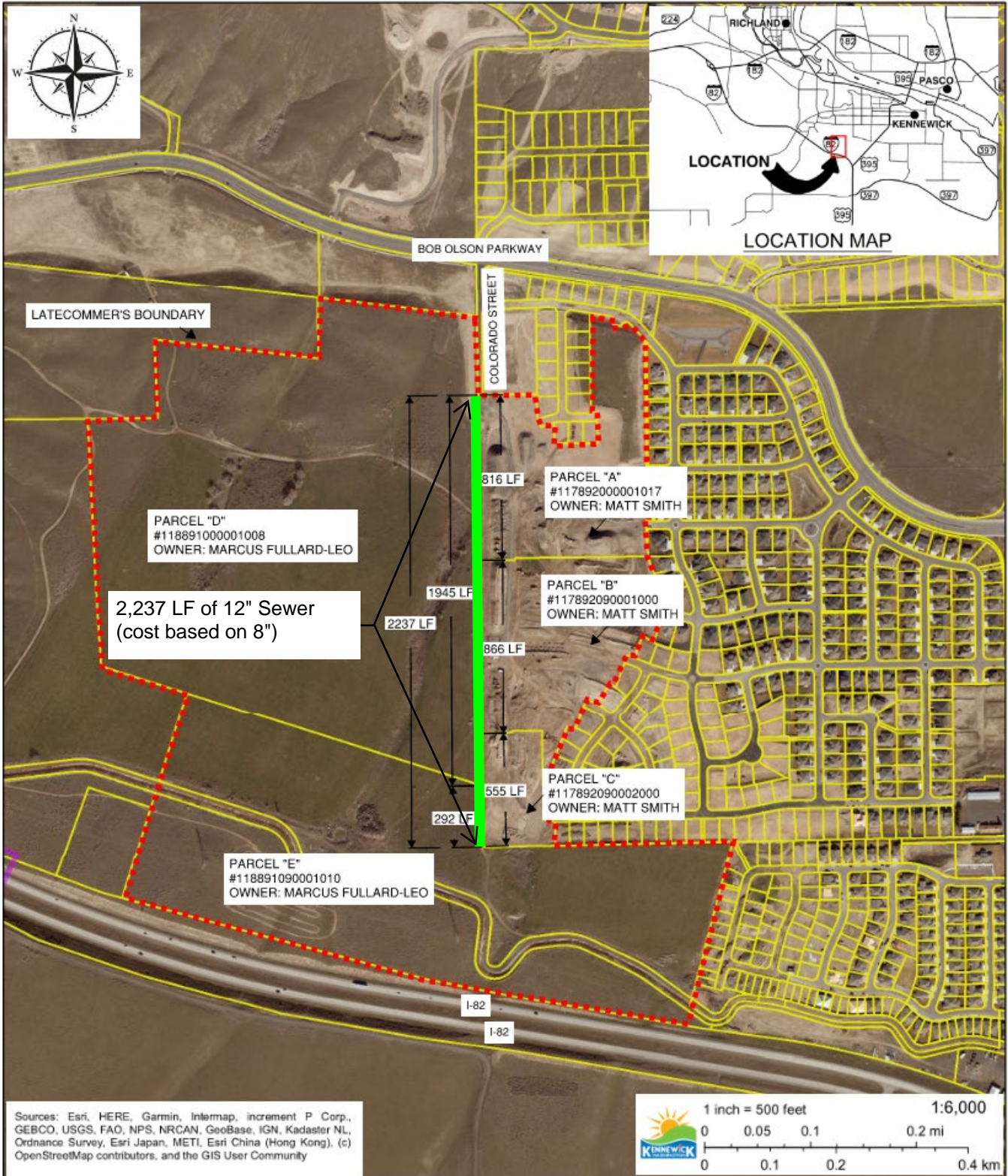


EXHIBIT A

Colorado Street Sewer Latecomer Agreement

City of Kennewick		
ASSESSMENT AREA	PARCEL # LEGAL DESCRIPTION	PROPERTY OWNER(S)
PARCEL A	#117892000001017	Matt Smith
	See legal description Page 2	Tri Cities Development Company, LLC
PARCEL B	#117892090001000	Matt Smith
	See legal description Page 2	Tri Cities Development Company, LLC
PARCEL C	#117892090002000	Matt Smith
	See legal description Page 2	Tri Cities Development Company, LLC
PARCEL D	#118891000001008	Marcus Fullard-Leo
	See legal description Pages 2 & 3	Jaycee Structure, LLC
PARCEL E	#118891090001010	Marcus Fullard-Leo
	See legal description Pages 3 - 5	Jaycee Structure, LLC

EXHIBIT A

PARCEL A (#117892000001017) – LEGAL DESCRIPTION

TRACT SS, APPLE VALLEY PHASE 7A AS RECORDED IN VOLUME 15 OF PLATS, PAGE 0775, AUDITOR FILE NUMBER 2024-016222, RECORDS OF BENTON COUNTY, WASHINGTON

PARCEL B (#117892090001000) – LEGAL DESCRIPTION

APPLE VALLEY PHASE 6B, TRACT NN. RECORDED IN VOLUME 15 OF PLATS AT PAGE 0767, RECORDS OF BENTON COUNTY, WASHINGTON. AF#2024-000766, 01/12/2024

PARCEL C (#117892090002000) – LEGAL DESCRIPTION

APPLE VALLEY PHASE 6B, TRACT OO. RECORDED IN VOLUME 15 OF PLATS AT PAGE 0767, RECORDS OF BENTON COUNTY, WASHINGTON. AF#2024-000766, 01/12/2024.

PARCEL D (#118891000001008) – LEGAL DESCRIPTION

THAT PORTION OF THE FOLLOWING LEGAL DESCRIPTION THAT IS IN TAX CODE AREA K24: REAL PROPERTY LOCATED IN THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 7 AND THE NORTHEAST QUARTER OF SECTION 18, TOWNSHIP 8 NORTH, RANGE 29 EAST OF THE WILLAMETTE MERIDIAN, CITY OF KENNEWICK, BENTON COUNTY, WASHINGTON; BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF THE SOUTHEAST QUARTER OF SAID SECTION 7, SAID CORNER BEING THE TRUE POINT OF BEGINNING; THENCE SOUTH 00°41'22" EAST ALONG THE EAST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 18 A DISTANCE OF 2,343.86 FEET TO A POINT THAT LIES NORTH 00°41'22" WEST A DISTANCE OF 302.06 FEET FROM THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SAID SECTION 18; THENCE NORTH 72°32'03" WEST A DISTANCE OF 1,992.38 FEET; THENCE NORTH 03°55'13" WEST A DISTANCE OF 400.09 FEET; THENCE NORTH 02°48'36" WEST A DISTANCE OF 805.57 FEET TO A POINT OF CURVATURE WITH A TANGENT CURVE TURNING TO THE LEFT, HAVING A RADIUS OF 1500.00 FEET; THENCE ALONG SAID CURVE, HAVING AN ARC LENGTH OF 34.32 FEET TO A NON-TANGENT LINE; THENCE NORTH 89°25'47" EAST A DISTANCE OF 351.31 FEET; THENCE NORTH 02°48'35" WEST A DISTANCE OF 387.93 FEET; THENCE SOUTH 83°25'56" EAST A DISTANCE OF 823.22 FEET; THENCE NORTH 00°41'08" WEST A DISTANCE OF 302.42 FEET TO THE NORTH LINE OF THE NORTHEAST QUARTER OF SAID SECTION 18; THENCE SOUTH 83°25'26" EAST ALONG THE NORTH LINE OF THE NORTHEAST QUARTER OF SAID SECTION 18 A DISTANCE OF 8.14 FEET; THENCE NORTH 00°21'54" WEST A DISTANCE OF 338.76 FEET TO A POINT ON THE ARC OF A NON TANGENT CURVE TURNING TO THE LEFT, HAVING A RADIUS OF 2537.00 FEET, SAID POINT ALSO BEING A POINT ON THE SOUTHERLY RIGHT OF WAY DEEDED TO THE CITY OF KENNEWICK BY QUIT CLAIM DEED RECORDED UNDER AUDITOR'S FILE NUMBER 2011-036131, RECORDS OF THE BENTON COUNTY AUDITOR; THE RADIUS POINT OF WHICH BEARS NORTH 19°40'38" EAST; THENCE ALONG SAID CURVE AND RIGHT OF WAY, HAVING AN ARC

EXHIBIT A

LENGTH OF 490.90 FEET WITH A DELTA ANGLE OF 11°05'11", A CHORD BEARING OF SOUTH 75°51'58" EAST, AND A CHORD LENGTH OF 490.13 FEET TO A TANGENT LINE; THENCE SOUTH 81°24'33" EAST A DISTANCE OF 315.65 FEET TO THE EAST LINE OF THE SOUTHEAST QUARTER OF SAID SECTION 7; THENCE SOUTH 00°18'37" EAST ALONG THE EAST LINE OF THE SOUTHEAST QUARTER OF SAID SECTION 7 A DISTANCE OF 262.50 FEET TO THE TRUE POINT OF BEGINNING. (BOUNDARY LINE ADJUSTMENT PER AF#2018-009092, 04/02/2018) [LINKED WITH SALES RESTRICTION TO PARCEL 1-1889-100-0001-009 THAT IS IN TAX CODE AREA K1 RA1]

PARCEL E (#118891090001010) – LEGAL DESCRIPTION

A PARCEL OF LAND WITHIN THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER AND THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 18 AND THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 17, ALL IN TOWNSHIP 8 NORTH, RANGE 29 EAST, W.M., BEING A PORTION OF LOT 7 OF THAT BINDING SITE PLAN RECORDED IN VOLUME 1 OF THE BENTON COUNTY BOOK OF SURVEYS AT PAGE 4549, AND FILED UNDER AUDITOR'S FILE NUMBER 2014-032334, AND THAT PORTION OF PARCEL E AS DESCRIBED AT BENTON COUNTY AUDITOR'S FILE NO. 2015-007804, AND THAT PORTION OF PARCEL E AS DESCRIBED AT BENTON COUNTY AUDITOR'S FILE NO. 2015-019471, AND DESCRIBED MORE PARTICULARLY AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION 17, BEING THE TRUE POINT OF BEGINNING; THENCE NORTH 88°56'06" EAST ALONG THE NORTH LINE OF SAID NORTHWEST QUARTER OF SECTION 17 A DISTANCE OF 1243.75 FEET TO THE NORTHEAST CORNER OF THAT PARCEL DESCRIBED IN THAT QUIT CLAIM DEED RECORDED AT BENTON COUNTY AUDITOR'S FILE NO. 2015-019471; THENCE SOUTH 14°35'40" WEST ALONG THE EAST LINE OF SAID PARCEL DESCRIBED AT AUDITOR'S FILE NO. 2015-019471 A DISTANCE OF 815.22 FEET TO THE SOUTHEAST CORNER THEREOF, SAID POINT BEING ON THE NORTH RIGHT OF WAY LINE OF THE KENNEWICK IRRIGATION CO. CANAL; THENCE ALONG SAID NORTH LINE OF THE CANAL RIGHT OF WAY AS FOLLOWS: THENCE NORTH 54°01'30" WEST A DISTANCE OF 236.79 FEET; THENCE WITH A CURVE TURNING TO THE LEFT WITH AN ARC LENGTH OF 112.13 FEET, WITH A RADIUS OF 608.00 FEET, WITH A CHORD BEARING OF NORTH 59°18'30" WEST, WITH A CHORD LENGTH OF 111.97 FEET; THENCE NORTH 64°35'30" WEST A DISTANCE OF 235.10 FEET; THENCE WITH A CURVE TURNING TO THE LEFT WITH AN ARC LENGTH OF 183.30 FEET, WITH A RADIUS OF 321.50 FEET, WITH A CHORD BEARING OF NORTH 80°55'30" WEST, WITH A CHORD LENGTH OF 180.83 FEET; THENCE SOUTH 82°44'30" WEST A DISTANCE OF 106.50 FEET; THENCE WITH A CURVE TURNING TO THE LEFT WITH AN ARC LENGTH OF 114.19 FEET, WITH A RADIUS OF 149.60 FEET, WITH A CHORD BEARING OF SOUTH 60°52'30" WEST, WITH A CHORD LENGTH OF 111.44 FEET; THENCE SOUTH 39°00'30" WEST A DISTANCE OF 100.44 FEET; THENCE WITH A CURVE TURNING TO THE RIGHT WITH AN ARC LENGTH OF 51.42 FEET, WITH A RADIUS OF 46.36 FEET, WITH A CHORD BEARING OF SOUTH 70°41'53" WEST, WITH A CHORD LENGTH OF 48.83 FEET; THENCE NORTH 86°24'05" WEST A DISTANCE OF 1.07 FEET; THENCE WITH A CURVE TURNING TO THE RIGHT WITH AN ARC LENGTH OF 51.38 FEET, WITH A RADIUS OF 34.90 FEET, WITH A CHORD BEARING OF NORTH 35°42'35" WEST, WITH A CHORD

EXHIBIT A

LENGTH OF 46.86 FEET; THENCE NORTH 6°27'47" EAST A DISTANCE OF 172.00 FEET; THENCE WITH A CURVE TURNING TO THE LEFT WITH AN ARC LENGTH OF 125.60 FEET, WITH A RADIUS OF 130.50 FEET, WITH A CHORD BEARING OF NORTH 21°06'37" WEST, WITH A CHORD LENGTH OF 120.81 FEET, TO A POINT ON THE WEST LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 17; THENCE SOUTH 1°08'28" WEST ALONG SAID WEST LINE OF THE SOUTHWEST QUARTER OF SECTION 17 A DISTANCE OF 355.88 FEET TO A POINT ON THE SOUTH RIGHT OF WAY LINE OF THE KENNEWICK IRRIGATION DISTRICT CANAL; THENCE WITH A CURVE TURNING TO THE LEFT WITH AN ARC LENGTH OF 22.27 FEET, WITH A RADIUS OF 94.90 FEET, WITH A CHORD BEARING OF SOUTH 52°43'36" EAST, WITH A CHORD LENGTH OF 22.22 FEET; THENCE WITH A COMPOUND CURVE TURNING TO THE LEFT WITH AN ARC LENGTH OF 149.09 FEET, WITH A RADIUS OF 106.39 FEET, WITH A CHORD BEARING OF NORTH 79°06'05" EAST, WITH A CHORD LENGTH OF 137.19 FEET; THENCE NORTH 39°00'30" EAST A DISTANCE OF 100.40 FEET; THENCE WITH A CURVE TURNING TO THE RIGHT WITH AN ARC LENGTH OF 68.39 FEET, WITH A RADIUS OF 89.60 FEET, WITH A CHORD BEARING OF NORTH 60°52'30" EAST, WITH A CHORD LENGTH OF 66.74 FEET; THENCE NORTH 82°44'30" EAST A DISTANCE OF 106.50 FEET; THENCE WITH A CURVE TURNING TO THE RIGHT WITH AN ARC LENGTH OF 149.09 FEET, WITH A RADIUS OF 261.50 FEET, WITH A CHORD BEARING OF SOUTH 80°55'30" EAST, WITH A CHORD LENGTH OF 147.08 FEET; THENCE SOUTH 64°35'30" EAST A DISTANCE OF 235.10 FEET; THENCE WITH A CURVE TURNING TO THE RIGHT WITH AN ARC LENGTH OF 101.06 FEET, WITH A RADIUS OF 548.00 FEET, WITH A CHORD BEARING OF SOUTH 59°18'30" EAST, WITH A CHORD LENGTH OF 100.92 FEET; THENCE SOUTH 54°01'30" EAST A DISTANCE OF 348.60 FEET; THENCE WITH A CURVE TURNING TO THE LEFT WITH AN ARC LENGTH OF 49.26 FEET, WITH A RADIUS OF 106.80 FEET, WITH A CHORD BEARING OF SOUTH 67°14'15" EAST, WITH A CHORD LENGTH OF 48.82 FEET; THENCE SOUTH 7°23'07" WEST A DISTANCE OF 22.85 FEET TO A POINT ON THE NORTH RIGHT OF WAY LINE OF STATE ROUTE 82; THENCE ALONG SAID NORTH RIGHT OF WAY LINE AS FOLLOWS: THENCE NORTH 82°01'16" WEST A DISTANCE OF 52.50 FEET; THENCE NORTH 80°13'35" WEST A DISTANCE OF 900.00 FEET; THENCE NORTH 78°30'30" WEST A DISTANCE OF 194.85 FEET; THENCE NORTH 78°35'12" WEST A DISTANCE OF 304.95 FEET; THENCE NORTH 74°58'17" WEST A DISTANCE OF 1294.59 FEET TO THE SOUTHWEST CORNER OF PARCEL E AS DESCRIBED AT THAT QUIT CLAIM DEED RECORDED AT AUDITOR'S FILE NO. 2015-007804; THENCE ALONG THE BOUNDARY OF PARCEL E AS FOLLOWS: THENCE NORTH 26°56'56" EAST A DISTANCE OF 473.32 FEET; THENCE NORTH 72°19'43" WEST A DISTANCE OF 342.86 FEET; THENCE NORTH 17°36'33" EAST A DISTANCE OF 597.91 FEET; THENCE SOUTH 72°23'27" EAST A DISTANCE OF 1544.46 FEET; THENCE SOUTH 0°32'32" EAST A DISTANCE OF 302.00 FEET TO THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION 17, WHICH IS THE TRUE POINT OF BEGINNING: TOGETHER WITH THAT PORTION OF PARCEL D AS DESCRIBED IN STATUTORY WARRANTY DEED RECORDED UNDER AUDITOR'S FILE NUMBER 2016-004302 LYING SOUTHEASTERLY OF THE FOLLOWING DESCRIBED LINE: COMMENCING AT THE EASTERLY MOST CORNER OF SAID PARCEL D; THENCE NORTH 72°37'27" WEST 342.87 FEET ALONG THE NORTHEASTERLY LINE OF SAID PARCEL D TO AN ANGLE POINT IN THE WEST LINE OF PARCEL E OF SAID STATUTORY WARRANTY

EXHIBIT A

DEED AND TO POINT OF BEGINNING; THENCE SOUTH 17°20'25" WEST 479.39 FEET ALONG THE SOUTHERLY PROLONGATION OF SAID WEST LINE TO THE SOUTH LINE OF SAID PARCEL D AND THE TERMINUS OF SAID DESCRIBED LINE. (BOUNDARY LINE ADJUSTMENT AF#2021-028142, 06/14/2021).

EXHIBIT B

Final Colorado Street Sewer Latecomer Agreement
Post Construction Cost Summary

			UPFRONT COST
City of Kennewick			Construction Cost *
			\$306,562.84
ASSESSMENT AREA	PARCEL # LEGAL DESCRIPTION	PROPERTY OWNER(S)	FUTURE ASSESSMENT
PARCEL A	#117892000001017	Matt Smith	Latecomer Assessment **
	See legal description Page 2	Tri Cities Development Company, LLC	\$55,913.12
PARCEL B	#117892090001000	Matt Smith	Latecomer Assessment **
	See legal description Page 2	Tri Cities Development Company, LLC	\$59,339.16
PARCEL C	#117892090002000	Matt Smith	Latecomer Assessment **
	See legal description Page 2	Tri Cities Development Company, LLC	\$38,029.14
Total Latecomer Assessment for Parcels A, B, & C			\$153,281.42
PARCEL D	#118891000001008	Marcus Fullard-Leo	Latecomer Assessment **
	See legal description Pages 2 & 3	Jaycee Structure, LLC	\$133,273.30
PARCEL E	#118891090001010	Marcus Fullard-Leo	Latecomer Assessment **
	See legal description Pages 3 - 5	Jaycee Structure, LLC	\$20,008.12
Total Latecomer Assessment for Parcels D & E			\$153,281.42
<p>*Construction cost includes an 8" sewer main (developer size required). Actual size installed was a 12" sewer main. Estimated construction cost includes roadway grading which only applies to Matt Smith's properties, parcels A, B, & C. Grading work was performed by Matt Smith's contractor and no longer included in the Construction Cost</p> <p>** Preliminary assessment of Latecomer share to be paid in the future if parcels are developed per KMC 5.60.</p>			

		SCHEDULE OF VALUES			
NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL COST
1	Mobilization (10% of total project cost)	1	LS	\$120,031	\$12,003.10
2	Construction Surveying (10% of total project cost)	1	LS	\$16,215	\$1,621.49
3	Shoring and Trench Safety Systems (\$2.00/LF X 2237 LF)	1	LS	\$4,474	\$4,474.00
4	SDR35 PVC Sanitary Sewer Pipe 8* In. Diam.	2,237	LF	\$84	\$186,923.72
5	Manhole 48 In. Diam. Type 1	7	EA	\$6,921	\$48,449.80
6	Latecomers Fees (per KMC 5.60**)	1	LS	\$2,680	\$2,680.00
SUBTOTAL					\$256,152.10
BENTON COUNTY SALES TAX (at time of construction)				8.8%	\$22,541.39
SUBTOTAL					\$278,693.49
Latecomers Administrative Fee (per KMC 5.60)				10%	\$27,869.35
TOTAL ESTIMATED COSTS					\$306,562.84
<p>*Actual sewer pipe size installed was 12", unit price reflects the installation of 8" pipe, ** Fees adjusted based on ENR CCI as required by KMC</p>					