



9/15/2026

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

4:30 PM

1. CALL TO ORDER

Roll Call/Pledge of Allegiance

- a. Roll Call

2. CONSENT AGENDA

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

- a. Approval of Agenda
- b. Approval of the Minutes - 21 July 2026

3. VISITORS NOT ON AGENDA

4. OLD BUSINESS

- a. Staff Updates

5. NEW BUSINESS

- a. Open Public Meetings Act (OPMA) Training

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

7. ADJOURNMENT

Kennewick Historic Preservation Commission

Minutes

21 July 2026

Call to Order: 4:30 pm

Present: Chair Harper, Vice Chair Clark, Commissioner Nelson, Commissioner Ford

Excused: Commissioner Robinson

Staff Present: Matt Halitsky, Senior Planner

*Motion to excuse Commissioner Robinson: Clark / Nelson. **Approved unanimously***

Consent Agenda: *Motion to approve the consent agenda: Clark / Ford. **Approved Unanimously***

Visitors Not on the Agenda:

Kim Simmons was present and offered to be a volunteer for Commission projects.

Old Business:

- a. Historic Context StoryMap
Spencer Howard of NW Vernacular attended virtually and provided a walk-thru of the draft StoryMap being prepared as part of the 2025 CLG Grant project. Commissioners will review the content on their own and provide comments to staff by COB July 31st. Comments on the second draft of the Historic Context Statement, which the City will receive by the end of July, are due August 14th.
- b. Outreach Letter
Commissioners reviewed a draft outreach letter to historic property owners prepared by Vice Chair Clark, a project initially started by former Commissioner Kim Simmons. Comments and minor edits were provided. Staff will review the letter with the City's Marketing Team and provide a final letter for the Chair's signature at the August meeting.
- c. 2027 CLG Grant Application
Commissioners reviewed the draft 2027 CLG Grant application prepared by staff. The project will entail researching prominent architects and/or builders that contributed to early Kennewick history.

*Motion to approve the application and submit to DAHP: Clark / Nelson. **Approved unanimously***

- d. Work Plan Review
The Commission briefly discussed the status of the annual work plan.

Reports, Comments or Discussion of Commissioners and Staff:

Staff informed the board that Commissioner Thomas Smith has resigned his position on the HPC.

Adjourn: 5:41 pm