KENNEWICK PLANNING COMMISSION
DECEMBER 19, 2022
MEETING MINUTES

CALL TO ORDER

Chairman Morris called the meeting to order at 6:34 p.m. and noted technical issues with remote audio.

Commissioner Helgeson led the Pledge of Allegiance.

Chairman Morris made the following statement:

"Tonight's meeting will be conducted through a hybrid platform which allows commissioners and the public to participate in the meeting both in person and through an online meeting platform. Should an individual Planning Commissioner become unexpectedly disconnected from the virtual platform, please rejoin the meeting at your first opportunity. The record will reflect your attendance. The meeting will proceed so long as a quorum of Planning Commissioners are present. Please activate your mute button when not speaking".

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

Present: Commissioners James Hempstead, Thomas Helgeson, Tina Gregory, Chairman Victor Morris, (*all in person*) Commissioner Ken Short, (*remotely*).

Excused: Commissioner Nikki Griffith was unable to participate remotely due to technical difficulties.

Unexcused: None

Staff: Steve Donovan, AICP Planning Manager, Melinda Didier, CPT Community Planning Administrative Assistant/Recorder.

A quorum was met with four commissioners in person and one remotely.

Chairman Morris made the following statement:

"Next item is the Approval of the Consent Agenda. All matters listed within the Consent Agenda have been distributed to each member of the Kennewick Planning Commission for reading and study, are considered to be routine, and will be enacted by one motion of the Planning Commission with no separate discussion**."**

Chairman Morris called for a motion to approve the Consent Agenda.

Commissioner Helgeson moved to approve the Consent Agenda with amending the November 7, 2022 meeting minutes date; Commissioner Hempstead seconded the motion. The motion passed unanimously as amended on a roll call vote.

Commissioner Short left the remote meeting at 6:40 pm due to the continuing audio technical difficulties. A quorum was maintained with Commissioners Hempstead, Helgeson, Gregory & Morris present in the Council Chambers.

CONSENT AGENDA

a. Approval of Agenda
b. Approval of November 7, 2022 & November 21, 2022 Minutes
c. Motion to enter Staff Report(s) into the Record

PUBLIC HEARING(S):

Chairman Morris made the following statement:

Good evening and welcome to the December 19, 2022 Kennewick Planning Commission meeting:

It is important that everyone who wishes to do so has an opportunity to speak. Each person who has either signed-in (in person) or registered (via Zoom) will have one three-minute opportunity to address the Planning Commission.
If you are attending via Zoom, please confirm your microphone has been unmuted before you begin your comments.
Please state your name and address for the record; once you begin your remarks the countdown timer will start. At the end of your time, please mute your microphone.
The order of the hearing shall be as follows:

1. Planning staff shall provide a staff report; the Commission may ask questions of staff;
2. The applicant or applicant's representative(s) presentation;
3. Testimony in FAVOR of the request;
4. Testimony either NEUTRAL or AGAINST the request;
5. Final APPLICANT comments;
6. Final staff comments;
7. Close the public hearing and discuss the request.

PUBLIC HEARINGS

Chairman Morris opened the public hearing at 6:42 pm for Development Code Amendment (DCA) #2022-0001 that housing be permitted in the Public Facility (PF) zone when owned and/or operated by the Kennewick Housing Authority or other public agency and that the standards applicable to the Residential, High (RH) zone to be applicable to said developments. Applicant is City of Kennewick Community Planning, 210 W. 6th Avenue, Kennewick WA 99336.

Mr. Muai gave a brief overview of the staff report, and shared a Power Point presentation of the staff report. Staff recommended the Planning Commission forward a recommendation of approval to the City Council of the request.

Planning Commission questions: None

Testimony of Applicant/Applicant's Representative:

The City is the applicant and had nothing further to add.

Testimony in Favor of the Request:

None

Testimony Neutral/Against the Request:

None

Testimony of Those Registered on Virtual Format:

None

Applicant/Owner Final Testimony:

Not applicable

Staff Final Comments:

None

Public Testimony for DCA-2022-0001 closed at 6:48 p.m.

Chairman Morris asked for a motion.

Commissioner Helgeson moved to concur with the findings and conclusions in staff report DCA-2022-0001 and forward a recommendation to City Council APPROVAL of the request.

Commissioner Hempstead seconded the motion.

Planning Commission Discussion:

None

The motion passed on a unanimous roll call vote

VISITORS NOT ON AGENDA:

None

OLD BUSINESS:

a. City Council Action Updates: A zone change from BP to CC was approved by City Council; CPA-2022-0010 was approved at the last regular meeting.

NEW BUSINESS:

None

REPORTS, COMMENTS, OR DISCUSSION OF COMMISSIONERS AND STAFF:

Mr. Muai notified the Planning Commissioners will each be assigned individual City managed email addresses and instructions on how to use them for Planning Commission business only. This is to address public records retention management.

ADJOURNMENT:

The meeting concluded at 6:56 p.m.