



**MINUTES
PLANNING COMMISSION MEETING
CITY HALL – 625 SWIFT BOULEVARD – COUNCIL CHAMBER
WEDNESDAY, SEPTEMBER 25, 2019
6:00 PM**

Call to Order and Welcome:

Chair Palmer welcomed the public and called the meeting to order at 6:00 p.m.

Attendance

Present: Chair Palmer, Vice-Chair Boring, Commissioners Eadie, Maier, Townsend and Keuhlen. Commissioner Mealer was excused.

Also present were Council Liaison Alvarez, Planning Manager Stevens and Administrative Assistant II Follett.

Approval of Agenda

Chair Palmer presented the agenda for review and approval.

COMMISSIONER TOWNSEND MOVED AND COMMISSIONER KEUHLEN SECONDED THE MOTION TO APPROVE THE SEPTEMBER 25, 2019 MEETING AGENDA AS WRITTEN. MOTION CARRIED 6-0.

Approval of Minutes

Chair Palmer presented the minutes of the August 28, 2019 meeting for approval.

VICE-CHAIR BORING MOVED AND COMMISSIONER MAIER SECONDED THE MOTION TO APPROVE THE MINUTES OF THE AUGUST 28, 2019 MEETING. MOTION CARRIED 6-0.

Chair Palmer presented the minutes of the September 11, 2019 workshop for approval.

COMMISSIONER MAIER MOVED AND COMMISSIONER KEUHLEN SECONDED THE MOTION TO APPROVE THE MINUTES OF THE SEPTEMBER 11, 2019 WORKSHOP. MOTION CARRIED 6-0.

Public Comment

Chair Palmer asked Mr. Stevens to read the Public Comment Procedures. After the reading of the procedure, Chair Palmer opened the public comment period at 6:03 p.m. Having no one offer comments, Chair Palmer closed the public comment period at 6:04 p.m.

Business Items

1. 2020 Community Block Grant (CDBG) FUNDING RECOMMENDATIONS

Mr. Stevens reminded Commissioners about the previous presentations given by applicants and noted that additional program income allows all applications to be fully funded, pending approval by the Commission.

VICE-CHAIR BORING MOVED AND COMMISSIONER EADIE SECONDED THE MOTION TO RECOMMEND, TO THE CITY COUNCIL, APPROVAL OF THE 2020 CDBG, COMMUNITY DEVELOPMENT BLOCK GRANT, APPLICATIONS AS PRESENTED TO THE COMMISSION AT THE LAST MEETING, AUGUST 28, 2019. MOTION CARRIED 6-0.

New Business – Public Hearing

1. Sidewalk Use License (SUL2019-101) Kagen Coffee & Crepes

Chairman Palmer verified that proper notice had been given. Mr. Stevens presented the staff report, provided details about the location, and proposed use of the sidewalk. He also noted zoning and approved uses as well as the conditions of approval.

Chairman Palmer opened the public hearing at 6:10 p.m. Mr. Aneil Saklakar, 1504 Hoffman, spoke in support of the application. Having no other testimony, Chairman Palmer closed the public hearing at 6:12 p.m. and opened the item for Commission discussion. After clarifying questions to staff and discussion, Commissioners moved to take action.

COMMISSIONER BORING MOVED AND COMMISSIONER MAIER SECONDED THE MOTION TO CONCUR WITH THE FINDINGS AND CONCLUSIONS SET FORTH IN STAFF REPORT SUL2019-101 AND APPROVE THE REQUEST FOR SIDEWALK USE LICENSE AND OPERATE A SIDEWALK CAFÉ, SUBJECT THE TWELVE CONDITIONS OF APPROVAL CONTAINED IN THE STAFF REPORT. MOTION CARRIED 6-0

2. Proposed Amendment to RMC 22.10.400 – Critical Areas Density Transfer

Chairman Palmer asked for verification that proper notice had been given. Mr. Stevens affirmed proper notice had been given and presented the staff report, including the reasons behind the amendment. He pointed out the current code language could potentially be viewed as allowing defacto zone changes and the amendment's intent to remove that potential. Mr. Stevens also noted the Commission's request to include language restricting density transfers to residential property only.

Chairman Palmer opened the public hearing on this item at 6:21 p.m. Having no public testimony, Chairman Palmer closed the public hearing at 6:22 p.m. and opened the item for Commission discussion. Commissioners commended staff on the initiative to bring this item forward and held a brief discussion.

VICE-CHAIRMAN BORING MOTIONED AND COMMISSIONER EADIE SECONDED THE MOTION TO CONCUR WITH THE FINDINGS AND CONCLUSIONS SET FORTH IN STAFF REPORT CA2019-102 AND RECOMMEND THE CITY COUNCIL ADOPT PROPOSED CODE AMENDMENTS TO RMC TITLE 22.10.400 AND SUBSECTION 22.10.405 PERTAINING TO ONSIDE DENSITY TRANSFER FOR CRITICAL AREAS AND DENSITY BONUSES FOR INCREASED CRITICAL AREA BUFFERS. MOTION CARRIED 6-0.

3. Proposed Amendment to RMC Section 24.13.010 – Short Subdivisions

Mr. Stevens presented the staff report, noting State regulation changes that allow up to nine (9) lots for a short subdivision. He explained the current allowance in the Richland Municipal Code for only four (4) lots and the need to amend current code language. Additionally, Mr. Stevens pointed out the added provision to allow for dedication of public right-of-way during the short plat process. During Commission discussion a typo in the application related to the number of lots was noted and clarified.

Chairman Palmer opened the public hearing at 6:29 p.m.

Dale Gulley, 665 Shockley Road, spoke in favor of the amendment.

Robert Gulley, 665 Shockley Road, spoke in favor of the amendment.

Chairman Palmer closed the public hearing at 6:31 p.m.

COMMISSIONER BORING MOVED AND COMMISSIONER KEUHLEN SECONDED THE MOTION TO RECOMMEND APPROVAL OF PROPOSED AMENDMENTS TO TITLE 24, SUBSECTION 24.13.010 OF THE RICHLAND MUNICIPAL CODE AS CONTAINED IN THE DRAFT CODE AMENDMENT, EXHIBIT 2, BASED ON THE ABOVE LISTED FINDINGS OF FACTS AND CONCLUSIONS OF LAW, SUBJECT TO THE CHANGE IN THE APPLICATION ON EXHIBIT 1 FROM FOUR TO NINE. MOTION CARRIED 6-0.

4. Proposed Amendment to RMC Title 19, 23, 24 Regarding Council's Role in Land Use Decisions

Chairman Palmer requested verification of proper notice from Mr. Stevens. Mr. Stevens affirmed proper notice had been given. During his presentation of the staff report, he explained the reasons for the code amendment. He also noted City staff, WCIA and Council, recommend this amendment. He further outlined the proposed process for land use decisions and the appropriate hearing body. Mr. Stevens detailed which legislative actions would have final approval by the appropriate hearing body and which non-legislative action would continue to be heard in the current manner.

Chairman Palmer opened the public hearing at 6:36 p.m. Having no public testimony, Chairman Palmer closed the public hearing at 6:37 p.m. and opened Commission discussion. During discussion, Commissioners commended staff on a well-prepared amendment.

VICE-CHAIR BORING MOVED AND COMMISSIONER TOWNSEND SECONDED THE MOTION TO RECOMMEND APPROVAL OF PROPOSED AMENDMENTS TO TITLE 19, TITLE 23 AND TITLE 24 OF THE RICHLAND MUNICIPAL CODE AS CONTAINED IN THE

ATTCHED DRAFT CODE AMENDMENT, EXHIBIT 2, BASED ON THE NINE FINDINGS OF FACT AND THE TWO CONCLUSIONS OF LAW CONTAINED IN THE STAFF REPORT. MOTION CARRIED 6-0.

Communications:

Commissioner Maier commended staff on the excellent work on the code amendments and staff reports.

Mr. Stevens advised Commissioners that staff is working on hosting a training on land use planning in the spring and encouraged all commissioners to attend.

Adjournment:

Chairman Palmer adjourned the meeting at 6:41 p.m.

PREPARED BY: Lynne Follett, Executive Assistant

REVIEWED BY: Mike Stevens, Planning Manager