Docusign Envelope ID: 5DD2301C-0DDE-402A-9B02-E33793094165

MINUTES
PLANNING COMMISSION WORKSHOP
WEDNESDAY, JUNE 11, 2025
Richland City Hall – Council Chambers
625 Swift Boulevard

Planning Commission Regular Workshop - 6:00 p.m.

Chair Richardson called the meeting to order at 6:00 p.m.

Welcome and Roll Call:

Attendance:	Chair Richardson	Present
	Vice-Chair Nicholson	Present
	Member Hernandez	Absent
	Member Lambert	Present
	Member Leonard	Absent
	Member Miller	Absent
	Member Samuel	Present

Also present were Councilmember VanDyke (remote via Zoom), Deputy City Manager Schiessl, Planning Manager Stevens, Senior Planner Ballard, Planner Nelson and Administrative Assistant II Kirkpatrick.

Agenda Item:

1. Off-Street Parking Regulations Discussion

Deputy City Manager (DCM) Schiessl introduced Kimley-Horn representative Robert Ferrin to present an overview of the City's parking reform project, including background, policy drivers, proposed code changes, and case studies from other jurisdictions.

A major driver of this effort is Senate Bill 5184, effective April 2025, which requires jurisdictions to reduce or eliminate parking minimums for various land uses to support affordable housing, sustainability, and urban development. The proposed reforms align with Richland's Strategic Plan, Comprehensive Plan, and Downtown Connectivity Study. Key impacts of SB 5184 include reduced parking requirements for residential, commercial, and institutional uses, the elimination of minimums for specific developments such as small housing units and childcare centers, and lowered ratios for apartments and senior housing. Initial recommendations suggest incorporating shared and off-site parking, updating bicycle parking standards, evaluating electric vehicle charging requirements, and exploring flexible solutions such as in-lieu fees and valet parking. The next steps are to continue stakeholder engagement with a community-wide workshop with an upcoming virtual meeting with the community and going to Council for a workshop.

Docusign Envelope ID: 5DD2301C-0DDE-402A-9B02-E33793094165

After the initial presentation, Mr. Ferrin began the interactive portion, using menti to get feedback from the commissioners. The survey questions included the following:

1. Is there trouble currently finding parking in the downtown area?
2. How could the parking experience be improved?
3. Are there other transportation or mobility options we should consider enhancing access?
4. What is your experience with current parking minimums?

After each slide commission discussed how they answered and why.

Mr. Ferrin concluded his presentation and invited follow-up questions or comments from the Commissioners.

Chair Richardson thanked Mr. Ferrin for his time and presentation.

Mr. Stevens introduced the new Senior Planner, Jennifer Ballard, to the Commission.

Chair Richardson requested an update on the developer interested in Tracts D and E.

Mr. Schiessl confirmed that the Economic Development team is still working through the development agreement and high-level contract negotiations with Cascadia for Tracts D & E. He noted that contract review is expected to take a couple of months. Additionally, he mentioned that a second commercial cruise dock related to Tract D is in progress and advancing at a slightly quicker pace.

Adjournment:

Chair Richardson adjourned the meeting at 7:18 P.M.

PREPARED BY: Carly Kirkpatrick
Carly Kirkpatrick, Administrative Assistant

APPROVED BY:
Jet Richardson, Chair

Certificate Of Completion

Envelope Id: 5DD2301C-0DDE-402A-9B02-E33793094165
Status: Completed
Subject: ACTION REQUIRED: 2025.06.11 Planning Commission Workshop Minutes
Source Envelope:
Document Pages: 2
Signatures: 2
Certificate Pages: 5
Initials: 0
AutoNav: Enabled
EnvelopeId Stamping: Enabled
Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Envelope Originator:
Carly Kirkpatrick
625 Swift Boulevard
Richland, WA 99352
ckirkpatrick@ci.richland.wa.us
IP Address: 64.184.153.146

Record Tracking

Status: Original
8/28/2025 1:43:39 PM

Holder: Carly Kirkpatrick
ckirkpatrick@ci.richland.wa.us

Location: DocuSign

Signer Events	Signature	Timestamp
Carly Kirkpatrick ckirkpatrick@ci.richland.wa.us Administrative Assistant II City of Richland Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Using IP Address: 64.184.153.146	Sent: 8/28/2025 1:46:01 PM Viewed: 8/28/2025 1:46:10 PM Signed: 8/28/2025 1:46:14 PM
Electronic Record and Signature Disclosure: Not Offered via Docusign		
Jet Richardson jrichardson@habitat-tcp.org Executive Director Jet Richardson, Tri-County Partners Habitat for Humanity Security Level: Email, Account Authentication (None)	 Signature Adoption: Drawn on Device Using IP Address: 68.116.12.130	Sent: 8/28/2025 1:46:15 PM Resent: 9/4/2025 9:24:48 AM Viewed: 9/4/2025 3:24:32 PM Signed: 9/4/2025 3:24:53 PM
Electronic Record and Signature Disclosure: Accepted: 9/4/2025 3:24:32 PM ID: b96dd730-2d59-402a-af4b-ca3ea03d8947		

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	8/28/2025 1:46:01 PM
Certified Delivered	Security Checked	9/4/2025 3:24:32 PM

Envelope Summary Events	Status	Timestamps
Signing Complete	Security Checked	9/4/2025 3:24:53 PM
Completed	Security Checked	9/4/2025 3:24:53 PM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure