



**MINUTES
BOARD OF ADJUSTMENT REGULAR MEETING
THURSDAY, JULY 17, 2025
Richland City Hall – Council Chamber
625 Swift Boulevard**

Board of Adjustment Regular Meeting – 6:00 p.m.

Chair Raffa called the Board of Adjustment meeting to order at 6:00 p.m.

Welcome and Roll Call:

Attendance: Chair Raffa	Present
Vice-Chair Van Hoff	Present
Board Member Booker	Present
Board Member Bricker	Present
Board Member McKinley	Present

Also present were Development Services Director Rizzitiello, Planner Nelson and Administrative Assistant II Kirkpatrick.

Approval of Agenda:

BOARD MEMBER MCKINLEY MOVED AND BOARD MEMBER BRICKER SECONDED THE MOTION TO APPROVE THE AGENDA. MOTION PASSED 5-0.

Approval of Minutes:

Chair Raffa presented the meeting minutes of the April 17, 2025 meeting.

BOARD MEMBER BRICKER MOVED AND BOARD MEMBER BOOKER SECONDED THE MOTION TO APPROVE THE MINUTES OF THE APRIL 17, 2025 AS PRESENTED WITH ONE EDIT OF A WORD CHANGE FROM VISIBILITY NOT VISITATIONS. MOTION PASSED 5-0.

Public Hearing:

Administrative Assistant II Kirkpatrick read the Public Hearing Explanation.

New Business

615 Cherrywood Loop – Major Variance (PLN-T2-2025-00013)

Planner Nelson went over the staff report and the staff's recommendation referring to the site plan and zoning maps. The request involved a major variance to RMC Chapter 23.22.040,

including reduced setback distance from the rear property line, exceeding height and single-story restrictions, deviation from compatible style and color requirements, and exceeding the 800 square foot size limitation. The applicable standards for accessory apartments are outlined in RMC Chapter 23.42.020. Staff recommended that the Board of Adjustment deny the variance request to convert an existing shop into an accessory apartment.

With no questions currently for staff, Chair Raffa opened the public Hearing at 6:06 p.m.

The applicant and applicants' father, Brian Dickson, addressed the Board and presented written comments, which are included at the end of the minutes.

Spencer Dickson, owner of 615 Cherrywood Loop, and applicant, addressed the board on comments that were received regarding traffic and parking.

No other public testimony was given.

Chair Raffa closed public hearing at 6:15 p.m.

Board members asked clarifying questions from staff and applicants regarding the application and proposal.

VICE-CHAIR VAN HOFF MOVED, AND BOARD MEMBER BOOKER SECONDED THE MOTION TO APPROVE THE APPLICATIONS. THOSE IN FAVOR: VICE-CHAIR VAN HOFF. THOSE OPPOSED: CHAIR RAFFA, BOARD MEMBER MCKINLEY, BRICKER, AND BOOKER. MOTION FAILED 1-4.

Board Member Bricker requested why the recommendation of the approval against the staff report.

Vice-Chair Van Hoff stated how he came to the decision, even being undecided on coming into the meeting, but with discussions had come to his ultimate decision to move for approval.

Board Member McKinley spoke on history with past Accessory Dwelling Unit approvals in another jurisdiction that was met with anger and opposition and would often get abused.

92 Hodges Court – Major Variance (PLN-T2-2025-00014)

Planner Nelson went over the staff report and the staff's recommendation referring to the site plan and zoning maps. The request seeks relief from the minimum ten-foot side yard setback required in the R-1-10 zoning district, as outlined in RMC 23.18.040. Staff recommended that the Board of Adjustment deny the variance request to convert an existing carport into a garage and construct an addition consisting of a living room, bedroom, and bathroom with a proposed six-foot side yard setback

With no questions currently for staff, Chair Raffa opened the public Hearing at 6:44 p.m.

The applicant Daniel Rhoten thanked staff for the energy that went into this application. He went over code description, spoke of neighbor's approval of the addition.

Andrea Rhoten spoke in support of the variance request, stating that the carport is in need of a new roof and that the proposed update is intended to accommodate their family's future needs. She explained that, as parents of seven children and frequent hosts of family during the holidays, the additional space would be beneficial. She also noted that the addition could be used to support aging parents in the future.

No other public testimony was given.

Chair Raffa closed public hearing at 6:48 p.m.

Member Booker asked about a square that is on the aerial, but not on the site plan. The applicant confirmed that it is a slab that is in disrepair and will be removed with addition.

Vice-Chair Van Hoff inquired about the current non-conformance that was stated in the staff report. Planner Nelson confirmed that it would happen if the addition was approved.

VICE-CHAIR VAN HOFF MOVED AND BOARD MEMBER MCKINLEY SECONDED THE MOTION TO CONCUR WITH THE FINDINGS AND CONCLUSIONS SET FORTH IN THE STAFF REPORT AND DENIES THE VARIANCE TO RMC 23.18.040. HOWEVER, THE BOARD OF ADJUSTMENT APPROVES THE VARIANCE TO THE SETBACK REQUIREMENTS FOR THE CARPORT AND APPROVES THE CONVERSION OF THE CARPORT TO AN ENCLOSED GARAGE, WHICH CAN OCCUPY THE SAME FOOTPRINT AS THE CARPORT, AND MEET ANY SET BACK REQUIREMENTS FOR THE FRONT OF THE PROPERTY. MOTION PASSED 5-0.

COMMUNICATIONS:

Chair Raffa reminded members to reserve the 3rd Thursday of each month for future meetings.

Planner Nelson stated that there will be another variance for next month's August agenda.

ADJOURNMENT:

Chair Raffa adjourned the meeting at 6:58 pm.

PREPARED BY: Carly Kirkpatrick
Carly Kirkpatrick, Administrative Assistant II

APPROVED BY: Justin J. Raffa
Justin Raffa, Chair