



**MINUTES
PLANNING COMMISSION MEETING
City Hall – 550 Swift Boulevard – Council Chamber
WEDNESDAY, May 25, 2016
7:00 PM**

Call to Order:

Chair Madsen called the meeting to order at 7:00 PM.

Attendance:

Present: Chair Madsen, Vice-Chair Wallner, Commissioners, Boring, Clark, Wise, Palmer and Berkowitz. Also present were Community & Development Services Director Kerwin Jensen, Senior Planner Shane O'Neill, Transportation & Development Manager Jeffrey Peters Executive Assistant Lynne Follett and Councilmember Phillip Lemley.

Approval of Agenda:

Chair Madsen presented the meeting agenda for approval.

COMMISSIONER BORING MOVED AND VICE-CHAIR WALNER SECONDED A MOTION TO APPROVE THE MAY 25, 2016 MEETING AGENDA AS WRITTEN. THE MOTION CARRIED 7-0

Approval of Minutes:

Chair Madsen presented the meeting minutes of the April 27, 2016 meeting for approval.

COMMISSIONER BORING MOVED AND VICE-CHAIR WALLNER SECONDED A MOTION TO APPROVE THE MINUTES FROM THE APRIL 27, 2016 MEETING. THE MOTION CARRIED 7-0

Public Comment

Chairman Madsen asked if any members of the public would like to comment on an item not on the agenda.

There were no public comments brought forward.

Public Hearing

Ms. Follett read the public hearing procedure.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

1. 2017-2022 Six-Year Transportation Improvement Program
- Jeff Peters, Transportation and Development Manager

Mr. Peters gave the following report. Each year, the City is required to update its Six-Year Transportation Improvement Program (TIP) and file a copy of the adopted TIP with the State Department of Transportation. The TIP is a planning tool for federal, state, and local governments and is utilized by state and federal funding agencies in awarding funds for transportation improvement projects. Once adopted by Council and pursuant to a public hearing, the TIP may be amended any time to add funding, add or remove projects, and modify project scope and/or limits.

The Six-Year TIP is derived from projects that have been identified in the City's Transportation Plan, Comprehensive Plan and the Benton Franklin Council of Government's Regional Transportation Plan. Projects shown in the Six-Year TIP are those projects from the previously mentioned planning documents that the City feels have a reasonable possibility of being funded within the next six years. There are a total of 17 projects on this year's TIP. Of the 17 projects, there is 1 new project that has been added.

The Parks and Recreation Commission has reviewed the TIP and recommended Council adoption on May 12, 2016

Chairman Madsen opened the public comment period at 7:06 p.m., no comments were brought forward. Chairman Madsen closed the public comment period at 7:07 p.m.

Chairman Madsen invited the commissioners to ask questions or make comment on the information presented.

Commissioner Wise asked that once the scope of work on the Rachel Road extension is finished that it be provided to the commission as a tool to expedite the process.

Chair Madsen called for a motion to make a recommendation to the City Council.

COMMISSIONER BORING MOVED AND VICE-CHAIR WALNER AND COMMISSIONER PALMER SECONDED A MOTION TO RECOMMEND TO THE CITY COUNCIL, THE ODOPTION OF THE 2017-2022 TRANSPORTATION IMPROVEMENT PLAN. THE MOTION CARRIED 7-0

2. Dallas Road Annexation
- Shane O'Neill, Senior Planner

Mr. O'Neill gave the following staff report. The City is currently considering the annexation of a 2.3 acre parcel along Dallas Road. City Council authorized the annexation process to begin through the adoption of Resolution #112-16, which directed the Planning Commission to consider what zoning would be appropriate for this site. Mr. O'Neill further reviewed the details with the commission.

Chairman Madsen opened the public testimony period at 7:14 p.m., no testimony was offered. Chairman Madsen closed the public testimony period at 7:14 p.m.

Commissioner Wise clarified that the commission was only asked to vote on the proper zoning to be applied, not on a recommendation to approve annexation. Mr. O'Neill confirmed. Commissioner Palmer asked about topography and whether or not that impacted zoning. Mr. Jensen offered clarification.

Chair Madsen called for a motion to make a recommendation to the City Council.

COMMISSIONER BORING MOTIONED AND COMMISSIONER WISE SECONDED A MOTION TO RECOMMEND TO THE CITY COUNCIL TO ACCEPT THE ZONING RECOMMENDATION LAID OUT IN STAFF REPORT Z2016-102. MOTION CARRIED 7-0

Communications:

Mr. Peters

Thanked the commission for their support and guidance through the TIP process.

Commissioner Wise

Thanked Mr. Peters for the presentation on the TIP made at the workshop.

ADJOURNMENT:

Chairman Madsen adjourned the meeting at 7:20 p.m.

PREPARED BY: Lynne Follett, Executive Assistant



REVIEWED BY: _____
Rick Simon, Secretary
Richland Planning Commission