MINUTES
PLANNING COMMISSION MEETING
City Hall – 550 Swift Boulevard – Council Chamber
WEDNESDAY, JULY 27, 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, Development Services Manager Rick Simon, Block Grant Coordinator Michelle Burden, Transportation & Development Manager Jeff Peters, Executive Assistant Lynne Follett and Councilmember Phil Lemley.

Approval of Agenda:

Chair Madsen presented the meeting agenda for approval.

COMMISSIONER BORING MOVED TO ACCEPT THE AGENDA AND VICE CHAIR WALLNER SECONDED THE MOTION TO APPROVE THE JULY 27, 2016 MEETING AGENDA AS WRITTEN CARRIED 7-0

Approval of Minutes:

Chair Madsen presented the meeting minutes of the June 22, 2016 meeting for approval.

Vice Chair Wallner noted a typo and asked that he minutes be amended to reflect the correction.

VICE CHAIR WALLNER MOVED AND COMMISSIONER BORING SECONDED A MOTION TO APPROVE THE MINUTES FROM THE JUNE 22, 2016 MEETING AS AMMENDED. THE MOTION CARRIED 7-0

Public Comment

Chairman Madsen opened the public comment period at 7:02pm. Noting that there were no public participants and no comments he closed the public comment period at 7:04pm

Unfinished Business:

None

New Business:

1. 2017 Community Development Block Grant (CDBG) Presentations

Block Grant Coordinator Michelle Burden presented a brief overview and instructions about the program to the committee.

Chairman Madsen asked if any commissioners felt they might have a conflict of interest Commissioner Berkowitz brought forward her volunteer status with Elijah House for consideration. The commissioners considered the information and determined there was no conflict of interest.

Applicant 1 – Elijah Family Homes made a presentation about their program, how past funds were spent and how the funds requested would be used. This year's request is for $23,228. They also shared success stories from the past year.

Chairman Madsen asked if the commission had any questions for the applicant. **Commissioner Boring** asked for clarification on criteria of program participants. **Vice Chair Wallner** asked if partial funds would be acceptable if whole amount is not available.

Applicant 2 – Arc of the Tri Cities presented information on the summer program and other programs the Arc offers. Donna Tracy offered thanks to the city for past support and funding. This year's request is for $10,000.

Chairman Madsen asked if the commission had any questions for the applicant. The commission had no questions.

Applicant 3 – Senior Life Resources staff member Marci presented information on Meals on Wheels which is the program requesting funding. This year's request is for $8,500.

Chairman Madsen asked if the commission had any questions for the applicant. Vice Chair Wallner asked if partial funding would be accepted. Commissioner Wise asked about increasing numbers of participants.

Applicant 4 – City of Richland P&R Planning & Capital Projects Manager Phil Pinard gave a presentation to the commission about resurfacing the Columbia Playfield playground.

Chairman Madsen asked if the commission had any questions for the applicant.
Commissioner Wise asked about the longevity of the material
Commissioner Clark asked about what material the surface is made of and if the surface product had any type of warranty.
Vice Chair Wallner asked if this surface was in any existing parks.
Commissioner Wise asked if it was possible to install partial surfacing if full funding was not available.

Applicant 5 - City of Richland P&R Planning & Capital Projects Manager Phil Pinard gave a presentation to the commission about funding improvements to Wye Park.

Chairman Madsen asked if the commission had any questions for the applicant.

Commissioner Clark asked why the fence was necessary.
Vice Chair Wallner asked if partial funding would
Commissioner Wise offered comments about the current fence height.
Commissioner Berkowitz asked for clarification on the condition of the slope along the back side of the park where replacement fencing is requested.

Applicant 6 – City of Richland Transportation & Development Manager Jeff Peters gave a presentation showing the number of intersections, in the subject portion of the city, that do not have ADA compliant sidewalk and ramps. The funding request will fund at least 26 intersections if fully funded.

Chairman Madsen asked if the commission had any questions for the applicant.

Vice Chair Wallner asked for clarification on how funds are allocated, **Commissioner Boring** commented she was surprised at the number of non-compliant intersections. She also asked for clarification on the area where work would occur.
Commissioner Berkowitz asked for clarification on the Wright street sidewalk area.
Commissioner Clark asked Mr. Peters to rank the importance of city projects.

Vice Chair Wallner offered thanks to all applicants for the thoughtfulness of the project submitted.

Chairman Madsen asked **Ms. Burden** for clarification on comment period that would be available to citizens. **Mr. Burden** verified that the next opportunity for public comment would be after the Commission makes its decision.

2. Proposed Code Amendment – Installation of Sidewalks, Curbs and Gutters

Transportation & Development Manager Jeff Peters gave a power point presentation regarding the proposed amendment to RMC 12.10.060 which would add exemptions for specific streets or portions of streets.

Chairman Madsen opened the public comment period at 8:18 p.m.

Angie Abella, owner of lot at corner of Fowler and Carolina Street offered testimony about a previous project she brought before the Planning Department and Public Works Department in reference to the inconsistency of answers regarding sidewalks on Carolina Street. She also urged the commission to support staff recommendation on this matter.

Gary Conachon of 598 N. Grant Street, Kennewick offered testimony in support of amending the code to exempt Carolina from the sidewalk requirement.

Chairman Madsen closed the public hearing at 8:29 p.m.
Chairman Madsen invited the commissioners to ask questions or make comments regarding this matter.

Commissioner Berkowitz offered support of the comments regarding Carolina Street. She also asked to see the Master Plan map Mr. Peters presented earlier.
Vice Chair Wallner asked about future consideration if the area develops differently than envisioned.
Commissioner Clark asked for clarification on where Carolina Street was located on the map presented.

COMMISSIONER BORING MOTIONED FOR THE PLANNING COMMISSION TO RECOMMEND AMENDING R.M.C.12.10, EXEMPTING FRONTAGE IMPROVEMENT REQUIREMENTS ON CERTAIN STREETS IN THE ISLAND VIEW AREA AND A PORTION OF AARON DRIVE. VICE CHAIR WALLNER AND COMMISSIONERS PALMER AND BERKOWITZ SECONDED THE MOTION, THE MOTION CARRIED 7-0

Communications:

Mr. Simon reminded the Commission that they would be deliberating these applications for CDBG grants at the upcoming workshop.

Commissioner Wise offered thanks to the citizens that attended and participated.

Commissioner Boring shared information about the Complete Streets workshop she attended with **Mr. Peters**. **Commissioner Boring** also brought up issue with right turn at Gage and Leslie. Asked about the possibility of staff looking into the striping or signing in the area.

Commissioner Berkowitz asked **Mr. Simon** about the timing of the annual city tour.

Adjournment:

Chairman Madsen adjourned the meeting at 8:40 p.m.

PREPARED BY: Lynne Follett, Executive Assistant

REVIEWED BY: ______________________

Rick Simon, Secretary
Richland Planning Commission