



Agenda
Planning Commission Meeting
Wednesday, April 28, 2021
Zoom - Public Telephone Access: (206) 337-9723 or (253) 215-8782
Meeting ID No. 939 0409 3882

City of Richland Resolution No. 100-20 temporarily designates virtual locations for all municipal meetings. This meeting will be conducted remotely via Zoom and broadcast live on CityView Channel 192 and at ci.richland.wa.us. If you wish to provide comments for the Public Comments portion of the meeting, please email mstevens@ci.richland.wa.us by 4:00 p.m. on the day of the meeting. Written comments will be available in the record for Commission review.

Commission Members: Chair Palmer, Vice-Chair Maier, and Commissioners Eadie, Mealer, Palmer, Ridley, Smith and Townsend

Liaisons: Council Liaison Alvarez
Staff Liaison: Planning Manager Stevens

Regular Meeting - 6:00 p.m. (City Hall Council Chambers)

Welcome and Roll Call

Approval of Agenda: (Approved by Motion)

Approval of Minutes: (Approved by Motion)

March 24, 2021 Workshop and Meeting Minutes

Public Comments:

Unfinished Business :

I. CA2021-101 CBD Zone Minimum Dwelling Unit Size Requirements

Communications:

Adjournment

The next Planning Commission Workshop is May 12, 2021

The next Planning Commission Meeting is May 26, 2021

This meeting is broadcast live on CityView Channel 192 and online at ci.richland.wa.us

Richland City Hall is ADA accessible. Requests for sign interpreters, audio equipment, and/or other special services must be received 48 hours prior to the meeting by calling the City Clerk's Office at 942-7389.



PLANNING COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 4/28/2021

Agenda Category: Approval of Minutes

Prepared By: Mike Stevens, Planning Manager

Subject:

March 24, 2021 Workshop and Meeting Minutes

Request:

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

Recommended Motion:

Approve the minutes of the Planning Commission workshop and meeting held on March 26, 2021.

Summary:

Workshop and Meeting Minutes

Attachments:

1. 2021-03-24 Planning Commission Meeting Minutes DRAFT
2. 2021-03-24 Planning Commission Workshop Minutes DRAFT



**MINUTES
PLANNING COMMISSION MEETING
WEDNESDAY, MARCH 24, 2021
VIA ZOOM MEETINGS
6:00 p.m.**

Call to Order:

Chairwoman Maier called the meeting to order at 6:00 p.m. and welcomed attendees.

Attendance:

Present: Chairwoman Maier, Vice-Chair Townsend, Commissioners Eadie, Mealer, Smith and Palmer. Council Liaison Alvarez, Director Jensen, Planning Manager Stevens and Administrative Assistant Follett were also present.

Approval of Agenda:

Chair Maier asked for a motion to approve the agenda.

VICE-CHAIR TOWNSEND MOVED AND COMMISSIONER EADIE SECONDED THE MOTION TO APPROVE THE MARCH 24, 2021 MEETING AGENDA AS WRITTEN. MOTION CARRIED 6-0.

Approval of Minutes:

Chair Maier presented the minutes for the February 24th meeting and March 10th workshop for approval.

COMMISSIONER PALMER MOTIONED AND COMMISSIONER SMITH SECONDED THE MOTION TO APPROVE THE MINUTES OF THE FEBRUARY 24, 2021 MEETING AND MARCH 10TH WORKSHOP AS WRITTEN. THE MOTION PASSED 6-0.

Public Comments:

Chairwoman Maier asked for the public comment procedure to be read by the recorder and then opened the public comment period at 6:04 p.m. Having no public comments, Chair Maier closed the public comment period at 6:05 p.m.

Public Hearing Explanation

Chairwoman Maier asked Mrs. Follett to read the public hearing explanation.

New Business:

1. CA2021-103 Compact Car Allowance

Chairwoman Maier introduced the item and asked staff to present the staff report. Mr. Stevens outlined the request, noted that notice was provided as required and that all comments received were contained in the staff report. He further noted the RMC is silent on parking standards for compact cars at this time but city leadership is bringing this request forward to establish new standards.

Chair Maier opened the public hearing at 6:13 p.m. and asked if there was anyone present to speak on this item. Having no one request to speak, Chair Maier closed the public hearing at 6:14 p.m. and opened the item for Commission discussion.

Several commissioners shared comments supporting the code amendment. There was also discussion around the motivation for the proposed changes and how the changes may impact and benefit development within the city. Concerns were also voiced about the support for taking a more holistic view of parking standards throughout the city.

VICE CHAIR TOWNSEND MOVED AND COMMISSIONER MEALER SECONDED THE MOTION TO RECOMMEND THAT THE RICHLAND CITY COUNCIL APPROVE THE PROPOSED AMENDMENT TO RMC SECTION 23.42.210 (D) BASED UPON THE FINDINGS OF FACT AND CONCLUSIONS OF LAW.

Mr. Stevens noted a typo in the staff report's recommended motion and stated that the correct RMC reference should be RMC Section 23.54.055. Commissioner Townsend amended his motion to the correct RMC reference.

MOTION PASSED 6-0 ON A ROLL CALL VOTE.

2. CA2021-101 CBD ZONE MINIMUM DWELLING UNIT SIZE REQUIREMENTS

Chairwoman Maier introduced the item and asked Mr. Stevens to give the staff report. Mr. Stevens outlined the request from Fortify Holdings, LLC to amend RMC Section 23.22.040 by removing the minimum dwelling unit size in the Central Business District. He noted several members from the applicant team were present and planning to offer testimony and answer questions from the commission. During his presentation he referred to goals in the City's Comprehensive Plan that support this change and noted staff could find no background on why the code contains the 500 square foot requirement.

Chair Maier opened the public hearing at 6:31 p.m. and invited the applicant representatives to make their presentation.

Mark Fickes, Senior Partner and Real Estate Attorney at Halverson Northwest Law in Spokane, spoke first on behalf of the applicant, Fortify Holdings. He shared their plans for investing in the Central Business District by redeveloping an older hotel into micro apartments. He shared his thoughts on how this request is in line with the Comprehensive Plan.

Mr. Robert Johnson, Consultant for the applicant, spoke about the supplemental materials he provided regarding the requested change to the code. He stressed the statistics that support redevelopment of stressed hotels and shared his thoughts on the benefits to the community.

Mr. Ziad Elsayhili, President of Fortify Holdings, thanked the Commission for considering the code amendment and provided background on his company and their interest in investing in affordable housing in Richland.

Chairwoman Maier closed the public hearing 6:47 p.m. and opened the floor for commission discussion.

Commissioners asked questions of staff and Mr. Johnson and discussed the merits of the proposed changes. Although commissioners contemplated the removal of dwelling unit size requirements across all zones, the general consensus was to remain focused on the specific application before the commission.

COMMISSIONER PALMER MOVED AND COMMISSIONER EADIE SECONDED THE MOTION TO DIRECT STAFF TO DEVELOP AND FORWARD FAVORABLE FINDINGS AND CONCLUSIONS FOR THE CODE AMENDMENT TO SECTION 23.22.040 OF THE CODE TO REMOVE THE 500 SQUARE FOOT MINIMUM ON DWELLING UNIT SIZE WITHIN THE CBD. COMMISSIONER TOWNSEND MOVED TO AMEND THE MOTION TO REMOVE ANY MINIMUM SQUARE FOOTAGE REQUIREMENTS FROM ANY SECTION OF THE CODE, NOT JUST THE CBD. HAVING NO SECOND THE AMENDMENT FAILED. MOTION ON THE ORIGINAL MOTION PASSED 6-0 ON A ROLL CALL VOTE.

Communications:

Councilman Alvarez thanked Mr. Stevens for his well-prepared presentation and commissioners for their deliberations.

No other communications from commission members.

Adjournment:

Chairwoman Maier adjourned the meeting at 7:13 PM.

PREPARED BY: _____
Lynne Follett, Administrative Assistant II

REVIEWED BY: _____
Mike Stevens, Planning Manager

APPROVED BY: _____
Francesca Maier, Chairwoman

DRAFT



**MINUTES
PLANNING COMMISSION WORKSHOP
VIA ZOOM
WEDNESDAY, MARCH 24, 2021
7:00 P.M.**

Call to Order:

Chairwoman Maier called the meeting to order at 7:14 p.m.

Attendance:

Present: Chairwoman Maier, Vice Chair Townsend, Commissioners Mealer, Smith, Palmer and Eadie. Council Liaison Alvarez, Planning Manager Stevens, Sr. Planner O'Neill and Administrative Assistant II Follett were also present.

Agenda Item:

1. Shoreline Master Program Update

Mr. O'Neill presented a Power Point presentation outlining proposed changes to the Shoreline Master Program. After his presentation the Commission discussed the proposed updates. Mr. O'Neill noted there was a document missing from the packet that would be forwarded to commission members. Mr. Stevens also noted the number of items that were required to be updated, the biggest being that the Critical Areas and Shoreline Master Program needed to be consistent with each other.

Adjournment:

Chairwoman Maier adjourned the meeting at 7:41 p.m.

PREPARED BY:

Lynne Follett, Executive Assistant

REVIEWED BY:

Mike Stevens, Planning Manager

APPROVED BY:

Francesca Maier, Chairwoman



PLANNING COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 4/28/2021

Agenda Category: Unfinished Business

Prepared By: Mike Stevens, Planning Manager

Subject:

CA2021-101 CBD Zone Minimum Dwelling Unit Size Requirements

Request:

Recommended Motion:

I move that the Planning Commission recommend approval of the proposed amendment to RMC Section 23.22.040 based upon the Findings of Fact and Conclusions of Law provided by staff.

Summary:

The Richland Planning Commission conducted an open record public hearing regarding the proposed text amendment to RMC Section 23.22.040 on March 24, 2021. At the conclusion of the public hearing the Planning Commission directed staff to develop finding of fact and conclusions of law to support the Planning Commission's recommendation for approval to the City Council. The recommended findings of fact and conclusions of law are included as an attachment for the Planning Commission's review and consideration.

Attachments:

1. CA2021-101 Findings of Fact and Conclusions of Law 4_28_2021

STAFF REPORT

TO: PLANNING COMMISSION
FILE NO.: CA2021-101

PREPARED BY: MIKE STEVENS
MEETING DATE: APRIL 28, 2021

GENERAL INFORMATION:

APPLICANT: FORTIFY HOLDINGS, LLC (ZIAD ELSAHILI)
CA2021-101

REQUEST: TEXT AMENDMENT TO RMC SECTION 23.22.040 – SITE
REQUIREMENTS AND DEVELOPMENT STANDARDS FOR
COMMERCIAL USE DISTRICTS.

LOCATION: CITYWIDE

HISTORY

The Richland Planning Commission conducted an open record public hearing regarding the proposed text amendment to RMC Section 23.22.040 on March 24, 2021. At the conclusion of the public hearing the Planning Commission directed staff to develop finding of fact and conclusions of law to support the Planning Commission's recommendation for approval to the City Council. The proposed findings of fact and conclusions of law are as follows:

FINDINGS OF FACT

1. Mark Fickes, Halverson Northwest Law Group, P.C. on behalf of Fortify Holdings, LLC (Ziad Elsayhili) filed an application for a text amendment to RMC Section 23.22.040 – Site requirements and development standards for commercial use districts.
2. The proposed amendment to Section 23.22.040 would remove the 500-square foot minimum dwelling unit size from the requirements of the Central Business District (CBD).
3. Notice of the proposed amendment was provided to local and state agencies. Notice was also published in the Tri-Cities Herald, posted at the official posting places and on the city's official website. Notice was provided to the Washington State Dept. of Commerce and other state agencies as required by RCW 36.70A.
4. One comment regarding the proposed code amendment was received from the public and/or governmental entities.
5. The Washington State Department of Commerce received the 60-day Notice of Intent to Adopt Amendment and granted expedited review.
6. The City issued a SEPA Threshold Determination of Non-Significance on March 18, 2021.
7. The City of Richland utilized the Optional DNS Process as outlined in WAC 197-11-355. The end of the public comment period was Thursday, March 11, 2021.
8. Application materials included references to Goals and Policies of the City's

Comprehensive Plan which support the proposed code amendment.

9. Economic Development Goal 6 encourages vibrant mixed-use areas in Tri-Cities as destinations to live, work, and visit and cites the following three (3) policies:
 - a. Policy 6: Expand the range of options for housing in areas planned for higher density development.
 - b. Policy 7: Support development of higher density housing.
 - c. Policy 8: Attract young professionals by promoting their preferred types of jobs, housing, and entertainment options.
10. Land Use Goal 3 states that the City should maintain a broad range of residential land use designations to accommodate a variety of lifestyles and housing opportunities and cites the following two (2) policies:
 - a. Policy 2: Encourage higher residential densities especially in and near the Central Business District Area.
 - b. Policy 3: Innovative and non-traditional residential developments can occur through the use of planned unit developments, density bonuses, new types of housing, and multi-use or mixed-use developments.
11. Land Use Goal 6 states that the City should develop an attractive and vibrant Central Business District that displays the unique character of Richland and cites the following policy:
 - a. Policy 2: Designate land use and zoning for higher-density residential uses, mixed-use, and business uses within and adjacent to the Central Business District.
12. Housing Element Goal 1 indicates that the City should provide a range of housing densities, sizes, and types for all income and age groups of the Richland community and cites the following two (2) policies:
 - a. Policy 1: Ensure that the comprehensive plan and development regulations allow for a variety of housing types, sizes, densities, and lot configurations such as small lot single family housing, multi-family housing, mixed-use development, cluster development, live/work housing, co-housing, accessory dwelling units, single room occupancy units, zero lot line and similar subdivisions, and planned unit developments.
 - b. Policy 4: Promote and provide incentives (such as zoning/rezoning, revised regulations, and provision of infrastructure) for infill development and redevelopment, while respecting the character and scale of the existing neighborhood.

CONCLUSIONS OF LAW

1. The Planning Commission has jurisdiction to hold an open record public hearing and issue a recommendation on the proposed ordinance amendment to the City Council.
2. The proposed code amendment is consistent with the goals and policies of the City's Comprehensive Plan.