

EXHIBIT LIST FOR CUP 2026-0016

Cliff Thorn Construction for Kevin & Diona Schilling

Hearings Examiner Staff Memo Exhibit List - October 16, 2026 hearing		
HEM 1.1	Staff Memo	October 1, 2026
HEM 1.2	Vicinity Map	September 9, 2026
HEM 1.3	Application	September 9, 2026
HEM 1.4	Site Plan	September 9, 2026
HEM 1.5	Written Determination of Completeness	September 9, 2026
HEM 1.6	Agency Review Request	September 10, 2026
HEM 1.7	Comment from Benton PUD	September 10, 2026
HEM 1.8	Comment from Benton County Fire Marshall	September 10, 2026
HEM 1.9	Comment from Benton Franklin Health District	September 11, 2026
HEM 1.10	Comment from Benton County Building Department	September 16, 2026
HEM 1.11	Comment from Benton County Public Works	September 22, 2026
HEM 1.12	Notice of Open Record Hearings	September 25, 2026

[illegible]



HEM 1.1

**STAFF REPORT TO THE
BENTON COUNTY HEARINGS EXAMINER
Kevin and Diona Schilling ADU
Detached Accessory Dwelling Unit**

FILE NO: CUP 2026-0016

MEMO DATE: October 1, 2026

HEARING DATE: October 16, 2026

APPLICANT: Cliff Thorn, 1552 Georgia Avenue, Richland, WA, 99352

OWNERS: Kevin and Diona Schilling, 21518 S. 2021 PR SE, Kennewick, WA, 99337.

LOCATION: General Location: The property is located approximately 0.10 miles north of the intersection of Dague and Perkins Rd in the Kennewick area of unincorporated Benton County.

Address: 21520 S. 2021 PR SE, Kennewick, WA 99337.

Legal: Section 17, Township 8 North, Range 30 East W.M: that portion defined as follows the south 666.6625 feet of the east half of the southeast quarter of the northeast quarter of said Section 17: except the south 333 feet.

Parcel Number: 1-1780-100-0009-003

PROPERTY SIZE: Approximately 5.00 Acres

AREA TO BE USED: 800 square feet

LAND USE: Residential

ZONING: Rural Lands Five-Acre District

**COMPREHENSIVE
PLAN DESIGNATION:** Rural Remote

RECOMMENDATION:

The Planning Division recommends approval of the application request, subject to the suggested twenty-three (23) Findings of Fact and six (6) Conditions of Approval as outlined in this staff report.

APPLICATION DESCRIPTION:

The applicant is seeking a Conditional Use Permit (CUP) under BCC 11.42.020(c)(1) to construct an 800 square foot detached Accessory Dwelling Unit (ADU) on a property located in the Rural Lands Five-Acre Zoning District.

The first floor ADU is proposed to be constructed northeast of the 2,379 square foot single-family residence currently under construction. The proposed ADU will be located on a 5.00-acre parcel in the Kennewick area of unincorporated Benton County. (HEM 1.4)

The application for CUP 2026-0016 (HEM 1.3) was submitted to the Benton County Planning Division on September 2, 2026.

The application was declared complete for processing on September 9, 2026. (HEM 1.5)

The application documents were distributed to reviewing agencies on September 10, 2026. (HEM 1.6)

The Benton County Hearings Examiner Notice of Open Record Hearing for application CUP 2026-0016 was published on September 30, 2026 in the Prosser Record Bulletin. (HEM 1.12)

The Notice was mailed to property owners of record within 300 feet of the outer boundaries of the parcel on September 25, 2026.

The Open Record Hearing is scheduled for October 16, 2026.

APPLICABLE STANDARDS/ORDINANCES:

1. *Revised Code of Washington*
Chapter 36.70A.400 Growth Management—Planning by Selected Counties and Cities
Any local government, as defined in RCW 43.63A.215, that is planning under this chapter shall comply with RCW 43.63A.215(3).

RCW 43.63A.215(3) Accessory apartments—Development and placement—Local governments

Unless provided otherwise by the legislature, by December 31, 1994, local governments shall incorporate in their development regulations, zoning regulations, or official controls the recommendations contained in subsection (1) of this section. The accessory apartment provisions shall be part of the local government's development regulation, zoning regulation, or official control. To allow local flexibility, the recommendations shall be subject to such regulations, conditions, procedures, and limitations as determined by the local legislative authority.

2. *Benton County Comprehensive Plan*
3.3.2.3 Rural Land Use Designations

Rural Remote is the predominant rural land use in the County. This land is located mostly between the agricultural lands (GMA Agriculture), Rural Transition, and the UGAs. Rural Remote land use is intended to enhance and preserve the County's rural character, which includes rural open space, low densities, wildlife habitat, public open space for outdoor recreational activities, and rural home sites on which a limited range of agricultural activities may be conducted. Allowable density in Rural Remote land use is 1DU/5acres.

Section 2.7 Housing

HE Goal 1: Provide for a variety of residential uses and densities consistent with the rural character and lifestyles and a choice of housing types for people of all income levels.

Policy 7: Consider accessory dwelling units as an affordable housing option and look for flexible and innovative ways of integrating accessory dwelling units into single family residential zones.

Section 6.4.2 Housing Types

Accessory Dwelling Units. The zoning code permits the establishment of additional living quarters within single family residences to permit persons who, due to a disability or an infirmity, require the assistance of friends, relatives, or a professional nurse to remain in their home and for persons related to the occupant. These units help meet the needs of the disabled, infirm, or elderly in need of assisted care and are currently allowed by ordinance in all residential zones and the agricultural zoning district of Benton County.

3. Benton County Code (BCC)

Title 11 Zoning

Chapter 11.03 Definitions

(2) "Accessory Dwelling Unit" an additional room or set of rooms located within a single-family structure and designed, arranged, occupied, or intended to be occupied by not more than one (1) household as living accommodations independent from any other household and not exceeding 800 square feet in area.

Chapter 11.42 General Use Regulations

11.42.020 Accessory Dwelling Unit (ADU).

An accessory dwelling unit shall be allowed on any real property located within unincorporated Benton County that is zoned for single family residences, except for those properties with an Industrial or Commercial zoning designation, thereby meeting the requirements of the Washington State Housing Policy Act of 1993 to incorporate provisions for accessory apartments in the County's zoning ordinance (Title 11 BCC).

(a) All accessory dwelling units authorized herein shall meet the following minimum criteria:

- (1) One (1) accessory dwelling unit is allowed per parcel/lot.
- (2) A single-family dwelling must be located on the parcel/lot where the accessory dwelling unit is to be located.
- (3) The accessory dwelling unit shall not exceed 40% of the total square footage of the single-family home or 800 square feet in size, whichever is smallest.
- (4) The accessory dwelling unit shall consist of no more than one (1) bedroom.
- (5) The accessory dwelling unit shall provide two (2) off-street parking spots.
- (6) An accessory dwelling unit shall be constructed on the site and permanently affixed to the ground by footings and foundation. A recreational vehicle (RV), mobile home, manufactured home, or factory assembled structure is not to be permitted as an accessory dwelling unit.
- (7) The accessory dwelling unit is not allowed on a lot/parcel that has a duplex, multi-family dwelling, a temporary dwelling permit (see BCC 11.42.110), a multiple detached dwelling permit (see BCC 11.42.080) or two (2) or more single-family dwellings.
- (8) The accessory dwelling unit is not allowed to be used in the operation of a home occupation.
- (9) The accessory dwelling unit shall both meet and comply with Benton Franklin Health District standards.
- (10) The accessory dwelling unit shall meet and comply with Benton County

- Fire Marshal requirements for access.
- (11) The accessory dwelling unit may be permitted as either a ground floor or 2nd floor unit.
 - (12) Either the accessory dwelling unit or the single-family dwelling shall be occupied by a landowner(s) as his/her primary residence. The landowner shall maintain residency at least six (6) months out of the year and at no time receive rent for or otherwise allow to occupy the landowner(s) unit when absent the rest of the year.
 - (13) If the accessory dwelling unit is connected to the single-family dwelling through a breezeway or similar means, the accessory dwelling unit shall be considered detached and compliance with subsection (c) below is required.
 - (14) The accessory dwelling unit shall comply with the applicable building, fire, critical area, shoreline, and zoning requirements of Title 3, 11, and 15 of Benton County Code.
 - (15) The accessory unit shall not be considered as a dwelling unit when calculating density.
 - (16) The accessory dwelling unit shall comply with requirements in subsection (b) and (c) respectively.
- (c) An accessory dwelling unit detached from the single-family dwelling shall comply with the following:
- (1) All detached accessory dwelling units require approval of a conditional use permit (see Chapter 11.50 BCC).
 - (2) A detached accessory dwelling unit shall comply with the following minimum design standards.
 - (i) The detached accessory dwelling unit may be constructed within an existing outbuilding or be a stand along structure, where the dwelling unit does not share a common wall with the primary single-family dwelling. If the accessory dwelling unit is connected to the single-family dwelling through a breezeway or similar means, the accessory dwelling unit shall be considered detached.
 - (ii) An outside entrance to the accessory dwelling unit is required and be placed at the side or rear of the building, when possible, to maintain the appearance and character of an accessory use.
- (d) The applicant shall record the permit issued for the accessory dwelling unit with the Benton County Auditor's Office. The recording fee shall be paid by the applicant for the accessory dwelling unit. The permit shall include a statement that the accessory dwelling may not be sold as a separate residence until such time as the accessory dwelling is located as the sole residence on a legally subdivided parcel.

Chapter 11.50 Variance and Conditional Use

11.50.040 Conditional Use

- (a) Conditional Use Permit – General Standards. The conditional use permit application process allows the Hearings Examiner to review the location and design of certain proposed uses, the configuration of improvements, and the potential impacts on the surrounding area. The application process also allows the Hearings Examiner to ensure that development in each zoning district protects the integrity of that district. The notice, hearing, decision, and enforcement procedures are as set forth herein and in BCC 11.50.050.

Certain uses are classified as conditional uses because of their unusual nature,

infrequent occurrence, special requirements, or potentially significant impacts to the environment, public infrastructure, or adjacent properties, and/or possible safety hazards and other similar reasons.

Once granted, a conditional use permit may be transferred by a holder thereof after written notice to the Hearings Examiner; provided the use and location must remain the same and the transferee must continue to comply with the conditions of the permit and, if applicable, the requirements set forth in Chapter 11.51 BCC.

(d) Conditional Use Permit- Permit Granted or Denied. A conditional use permit shall be granted only if the Hearings Examiner can make findings of fact based on the evidence presented sufficient to allow the Hearings Examiner to conclude that, as conditioned, the proposed use:

- (1) Is compatible with other uses in the surrounding area or is no more incompatible than are any other outright permitted uses in the applicable zoning district.
- (2) Will not materially endanger the health, safety, and welfare of the surrounding community to an extent greater than that associated with any other permitted uses in the applicable zoning district.
- (3) Would not cause the pedestrian and vehicular traffic associated with the use to conflict with existing and anticipated traffic in the neighborhood to an extent greater than that associated with any other permitted uses in the applicable zoning district.
- (4) Will be supported by adequate service facilities and would not adversely affect public services to the surrounding area; and
- (5) Would not hinder or discourage the development of permitted uses on neighboring properties in the applicable zoning district as a result of the location, size or height of the buildings, structures, walls, or required fences or screening vegetation to a greater extent than other permitted uses in the applicable zoning district.

It is the applicant's burden to present sufficient evidence to allow the above conclusions to be made. If such evidence is not presented or all necessary reasonable conditions are not identified by the applicant so as to allow the Hearings Examiner to make the conclusions required above, the conditional use application shall be denied.

PUBLIC NOTICE:

The Public Notice Requirements for this application as per BCC 11.50.050(b) are as follows:

1. The Planning Division shall provide written notification for an open record hearing, subject to the rules and regulations set forth in RCW 36.70. Written notice shall be mailed at least twelve (12) days in advance of the open record hearing to the applicant and the owner of the parcel(s) to which the proposed variance or conditional use permit would apply, and to all owners of real property, as shown in the records of the Benton County Assessor, located within a distance of three hundred (300) feet of any portion of the applicable parcel, provided that if the owner of the parcel for which the proposed variance or conditional use permit is requested owns another parcel or parcels adjacent the parcel at issue, notification shall be mailed to owners of real property located within three hundred

(300) feet of any portion of such adjacent parcels as well. Failure to receive the notice shall not invalidate any proceedings or decision in connection with the proposed variance or conditional use permit. Notices addressed to the last known owner of record as shown on the County Assessor's records shall be deemed proper notice to the owner of such property; and,

2. By publication of a legal notice in a newspaper of general circulation in the County at least ten (10) days prior to the open record hearing date.

AGENCY COMMENTS:

1. The application documents were distributed to the following reviewing agencies on September 10, 2026
 - a. Benton County Building Division
 - b. Benton County Code Enforcement
 - c. Benton County Fire District #1
 - d. Benton County Fire Marshal
 - e. Benton County Public Works Department
 - f. Benton-Franklin Health District
 - g. Benton PUD
 - h. Columbia Irrigation District
2. The following comments were received from the Benton County Building Division (HEM 1.10):
 - a. The Accessory Dwelling Unit must comply with all current Benton County building and fire codes.
 - b. If you have any questions about these comments, please contact the Benton County Building Division at (509) 735-3500.
3. The following comments were received from the Benton County Fire Marshal (HEM 1.8):
 - a. The proposed accessory dwelling unit will have to comply with the private roads and driveway requirements for fire apparatus access. A fire apparatus turn around would be triggered if the driveway is over 150' (BCC 3.18.045).
 - b. If you have any questions, please feel free to reach out to the Benton County Fire Marshal at (509)-735-3500.

FINDINGS OF FACT AND CONDITIONS OF APPROVAL:

The following Findings of Fact and Conditions of Approval are based on comments received up to the date of this staff memo. Any comments received after the completion of this staff memo or submitted during the advertised public hearing for CUP 2026-0016 will need to be considered by the Hearings Examiner and may be added to the suggested Findings of Fact and Conditions of Approval as set forth below. The Hearings Examiner may decide to adopt these as their own or amend/add to these Findings of Fact and Conditions of Approval after holding the open public hearing.

Based on the information received to date, Planning staff recommends approval of the applicant's request with the following suggested findings of fact and conditions of approval:

SUGGESTED FINDINGS OF FACT:

1. The applicant is proposing to construct an 800 square -foot accessory dwelling unit located at 21520 S. 2021 PR SE, Kennewick, WA, 99337.
2. The applicant is Cliff Thorn, 1552 Georgia Ave. Richland WA 99352
3. The owners are Kevin and Diona Schilling, 21518 S. 2021 PR SE, Kennewick, WA, 99337.
4. The property is approximately 5.00 acres in size and is zoned Rural Lands Five-Acre District (RL-5).
5. The property is located approximately 0.10 miles north of the intersection of Dague and Perkins Rd in the Kennewick area of unincorporated Benton County. (parcel 1-1780-100-0009-003)
6. The ADU is proposed to be constructed northeast of the proposed 2,379 square-foot single-family residence that is currently under construction.
7. The ADU will be used as an accommodation for family and friends.
8. The Conditional Use Permit (CUP 2026-0016) shall comply with the Benton County Critical Area Ordinance, Title 15 BCC.
 - a. The proposed ADU is located within critical areas of Shrubsteppe and Ferruginous Hawk- critical area report required.
9. Public notice and application requirements have been met per BCC 11.50 Variance and Conditional Use.
10. The detached ADU is allowable by Conditional Use Permit if approved by the Benton County Hearings Examiner.
11. The detached ADU complies with Benton County Building Division standards and requirements.
12. The application for CUP 2026-0016 is consistent with the Growth Management Act, RCW 36.70A, including RCW 36.70A.390.
13. The application for CUP 2026-0016 is consistent with RCW 43.63A.215 (3) *Accessory apartments*.
14. The application for CUP 2026-0016 is consistent with the goals and policies of the Benton County Comprehensive Plan.

15. The application for CUP 2026-0016 is consistent with the requirements of the Benton County Zoning Code.
16. The application for CUP 2026-0016 is consistent with the requirements of BCC 11.42.020(a) Accessory Dwelling Units (ADU):
 - a. One (1) detached ADU is proposed for the subject property.
 - b. The applicant is proposing to construct a single-family dwelling on the parcel/lot where the detached ADU is located.
 - c. The proposed single-family dwelling is 2,379 square feet. Forty percent (40%) of 2,379 square feet is 951.60 square feet. The applicant is proposing a maximum of 800 square feet in the application.
 - d. The detached ADU will be a one-bedroom with an extra room used as an office.
 - e. The applicant is proposing two (2) parking spots to serve the detached ADU.
 - f. The proposal is to construct an 800 square-foot ADU on site that shall be permanently affixed to the ground by footings and foundation.
 - g. No additional dwelling or housing units exist on site or are proposed.
 - h. A home occupation is not planned nor proposed to be operated in the detached ADU.
 - i. The detached ADU must comply with BFHD standards as per the Conditions of Approval.
 - j. The detached ADU and proposed single family dwelling comply with Fire Marshal standards.
 - k. The detached ADU will be a first-floor unit.
 - l. The landowners will reside in the existing single-family dwelling and maintain residency for at least six (6) months out of the year.
 - m. The detached ADU complies with applicable building, fire, critical area, shoreline, and zoning requirements.
 - n. The detached ADU complies with the Benton County critical area ordinance, Shoreline Master Program, and zoning regulations.
17. The application for CUP 2026-0016 is consistent with requirements in BCC 11.42.020 (c)(2)(i) as the ADU will be located within a standalone structure.
18. The application for CUP 2026-0016 is consistent with requirements in BCC 11.42.020(c)(2)(ii):
 - a. The proposed ADU is located northeast of the proposed single-family dwelling.
 - b. The door layout of the structure is adequate for its location and situation, subject to compliance with the Findings of Fact and Conditions of Approval.
19. The detached ADU is compatible with other uses in the surrounding area and is no more incompatible than any other outright permitted uses in the applicable zoning district.
20. The detached ADU will not materially endanger the health, safety, and welfare of the surrounding community to an extent greater than that associated with any other permitted uses in the applicable zoning district.
21. The pedestrian and vehicular traffic caused by the detached ADU will not conflict with

existing and anticipated traffic in the neighborhood to an extent greater than that associated with any other permitted uses in the applicable zoning district.

22. The detached ADU is supported by adequate service facilities and would not adversely affect public services to the surrounding area.
23. The detached ADU will not hinder or discourage the development of permitted uses on neighboring properties in the applicable zoning district as a result of the location, size or height of the buildings, structures, walls, or required fences or screening vegetation to a greater extent than other permitted uses in the applicable zoning district.

SUGGESTED CONDITIONS OF APPROVAL:

1. The activities on the site shall comply with the submitted site plan and materials submitted for this application.
2. The applicant shall provide written consent to the Planning Division from the legal landowner (if different from applicant) granting permission for the operation of the conditional use prior to issuance of the CUP permit.
3. In accordance with BCC 11.42.020(a)(4), the accessory dwelling unit shall consist of no more than one (1) bedroom. Additional spaces and rooms included in floor plans, such as offices, are not approved as additional bedrooms.
4. Either the detached ADU or the single-family dwelling shall be occupied by a landowner(s) as their primary residence. The landowner shall maintain residency at least six (6) months out of the year and at no time receive rent for or otherwise allow others to occupy the landowner(s) unit when absent the rest of the year.
5. The County will provide an ADU agreement to the applicant. The applicant shall sign the agreement before a Notary Public and record the document with the Benton County Auditor's Office prior to the Conditional Use Permit being issued. The recording fee shall be paid by the applicant. The document will include a statement that the accessory dwelling unit may not be sold as a separate residence until such time as the accessory dwelling is located as the sole residence on a legally subdivided parcel.
6. All required development permits shall be obtained prior to occupying the Accessory Dwelling Unit. This includes approval of permits required by the following, as applicable:
 - a. Benton County Building Division
 - b. Benton County Fire Marshal; for fire and safety regulations.
 - c. Benton Franklin Health District
 - d. Benton County Public Works Department; for road approach permits.
 - e. Benton County Planning Division
 - f. Benton PUD

TIME TO COMPLETE CONDITIONS OF APPROVAL:

The applicant shall have one year to meet all of the Conditions of Approval.

If all conditions of approval have not been met and the Planning Division does not issue the Conditional Use Permit within one (1) year from the time the Hearings Examiner has conditionally approved the Conditional Use Permit, the Hearings Examiner may declare its approval null and void at a regular Hearings Examiner meeting. Prior to doing so, the applicant shall be notified in writing at the applicant's last known address at least twelve (12) days in advance of the upcoming Hearings Examiner meeting.

TRANSFERABILITY:

This Conditional Use Permit is transferable by the holder.

Should the legal landowner of the parcel change at any time during the life of this Conditional Use Permit the new property owner must provide their written request to the Planning Division for the continuation or termination of the CUP.

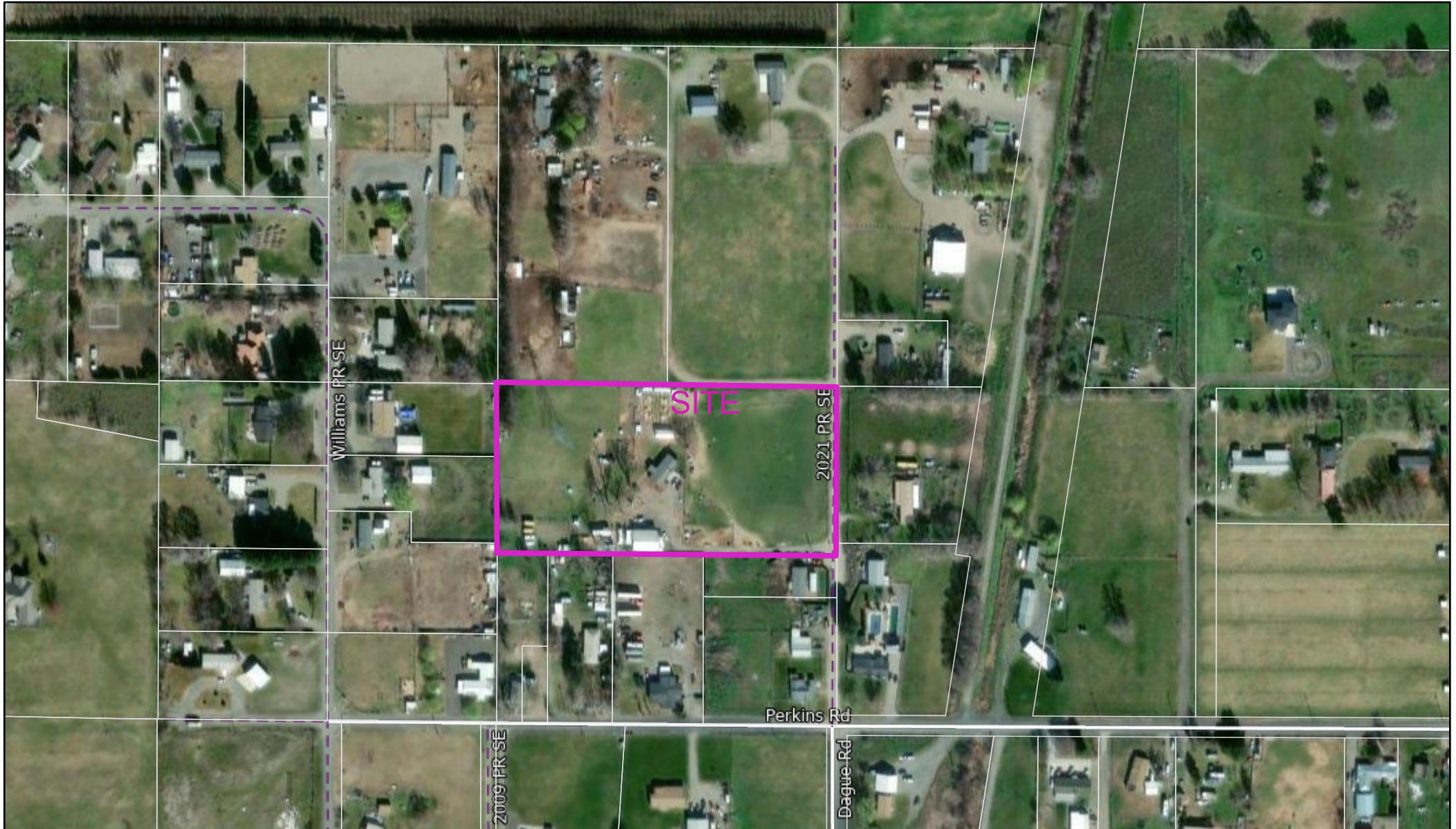
Should a new applicant wish to continue operating the CUP, the new applicant must update the Conditional Use Permit application, accept the Conditions of Approval in writing, submit written consent from the legal landowner (if different from applicant) and be approved by the Planning Manager prior to transfer of the permit being allowed.

VIOLATIONS OF CONDITIONS OF APPROVAL:

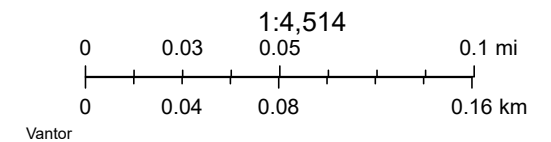
The Applicant shall continue to meet all conditions of this Conditional Use Permit while CUP 2026-0016 is in effect.

Any violation of the conditions of approval will be processed in accordance with BCC Title 11, Chapter 11.43 Administration and Disposition of Infractions. If the Conditional Use Permit has been issued and violations exist, the Hearings Examiner may revoke the permit after an open record hearing with notice as set forth in BCC 11.50.050(b), as amended. This condition does not foreclose the County's use of other enforcement mechanisms.

CUP 2026-0016 - Cliff Thorn Construction for Schilling - Vicinity Map **HEM 1.2**



9/9/2026, 3:04:07 PM





PERMIT DETAILED REPORT (CUP-2026-0016) FOR BENTON COUNTY, WASHINGTON

HEM 1.3

Permit Type	COB - Conditional Use Permit	Project:		App Date:	09/02/2026
Work Class:	Detached ADU	District:	Benton County	Issue Date:	NOT ISSUED
Status:	Fees Paid	Square Feet:	0.00	Exp Date:	NOT AVAILABLE
Description:	800 sq ft Detached ADU. Also applying for new custom home (2,379 sq ft) on same lot. Will use one septic for both homes.		Valuation:	\$0.00	Final Date: NOT FINALED

Parcel: 117801000009003	Main	Address: 21518 S 2021 Pr Kennewick, WA 99337	Main	Zone: RL-5 (Rural Lands 5)	Main
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Applicant

Cliff Thorn
1552 Georgia Avenue
Richland, WA 99352
Home:
Business: [REDACTED]
Mobile:

Applicant

Cliff Thorn
1552 Georgia Avenue
Richland, WA 99352
Home:
Business: ([REDACTED])
Mobile:

Developer

Cliff Thorn Construction
Amylynne Darling
Home:
Business:
Mobile:

Developer

Mike L Thomas
1552 Georgia Ave
Richland, WA 99352
Home:
Business: [REDACTED]
Mobile: [REDACTED]

Property Owner

Kevin Schilling

Home: [REDACTED]
Business:
Mobile: [REDACTED]

Note	Created By	Date and Time Created
1. Called Cliff Thorn and email Cliff and landowner requesting landowner signature.	Andrea Watts	September 3, 2026 1:32 pm

Type of Hold	Created By	Date Created	Comments	Active
Planning Review Hold	Andrea Watts	9/3/2026 1:31:33PM	Need Landowner Signature - Hold Removed; LO Acknowledgement Received	No

Invoice No.	Fee	Fee Amount	Amount Paid
INV-00000169	Conditional Use Permit	\$800.00	\$800.00
Total for Invoice INV-00000169		\$800.00	\$800.00
Grand Total for Permit		\$800.00	\$800.00



CONDITIONAL USE PERMIT APPLICATION

File No. CUP 2026-0016

APPLICANT INFORMATION

Please check the box indicating primary contact person for this application

☒ **Name of Applicant/Agent:** Amylynne Darling
Mailing Address (with City, State & zip): 1552 Georgia Ave. Richland WA 99352
Phone #1: [REDACTED] Phone #2: [REDACTED]
Email Address(es): [REDACTED]
Signature: [Signature] Date: 9.3.26

☐ **Name of Property Owner(s)** (if different): Kevin & Diona Schilling
Mailing Address (with City, State & zip): 21518 South 2021 Pr Southeast Kennewick, WA 99337
Phone #1: [REDACTED] Phone #2: [REDACTED]
Email Address(es): [REDACTED]
Signature: [Signature] Date: 9-3-2026
Signature: [Signature] Date: 9.3.26

*If there are additional owners please copy this section, sign, and attach to the application

If the property is owned by a corporation, trust, partnership or LLC please complete the entity signature block below showing that the person signing has the authority to sign on behalf of the company.

ENTITY SIGNATURE BLOCK

Applicant/Legal Owner name: _____

Applicant/Legal Owner Contact Information: _____

Officer name: _____ Title: _____

Signature: _____ Date: _____

THE ABOVE SIGNED OFFICER OF (name of entity) _____ WARRANTS AND REPRESENTS THAT ALL NECESSARY LEGAL AND CORPORATE ACTIONS HAVE BEEN DULY UNDERTAKEN TO PERMIT (name of applicant) _____ TO SUBMIT THIS APPLICATION AND THAT THE ABOVE SIGNED OFFICER HAS BEEN DULY AUTHORIZED AND INSTRUCTED TO EXECUTE THIS APPLICATION.

Any information submitted to the Benton County Planning Division is subject to public records disclosure law for the State of Washington (RCW Chapter 42.56) and all other applicable law that may require the release of the documents to the public.

PARCEL INFORMATION

1. Subject property address (including city): 21518 South 2021 Pl Southeast Kennewick, WA 99337
2. Parcel number(s): 1-1780-100-009-003
3. Total Acreage: 5 acre
4. Access: ☒ ~~County Road~~ ☐ State Road/Highway ☒ Private Road
5. Utilities:
- Power: ☒ Benton PUD ☐ Benton REA ☐ Other: _____
- Sewer: ☒ Septic Tank ☐ City Sewer ☐ Other: _____
- Water: ☒ Individual well(s) ☐ One well serving 2-4 lots ☐ One well serving 5+ lots
- ☐ City System Provider: _____
- ☒ Private System Provider name and address: _____
- Gas: ☒ No ☐ Yes
- PRIVATE SYSTEM: ATTACH APPROVAL DOCUMENTATION**
- Provider name: _____
- Irrigation: ☐ No ☒ Yes
- Provider name: Columbia Irrigation District

6. Current use(s) on property: Residence & farming
7. What are you proposing to do that requires a Conditional Use Permit? _____
- Building a new custom home with a detached ADU

For the following proposed uses, please attach the appropriate addendum form:

Business Use, Detached Accessory Dwelling Unit, Child Care Facility (Type B), Bed & Breakfast, Mineral Extraction (Commercial Sand & Gravel), Commercial Kennel, Winery.

8. Additional comments or information: _____
- _____
- _____

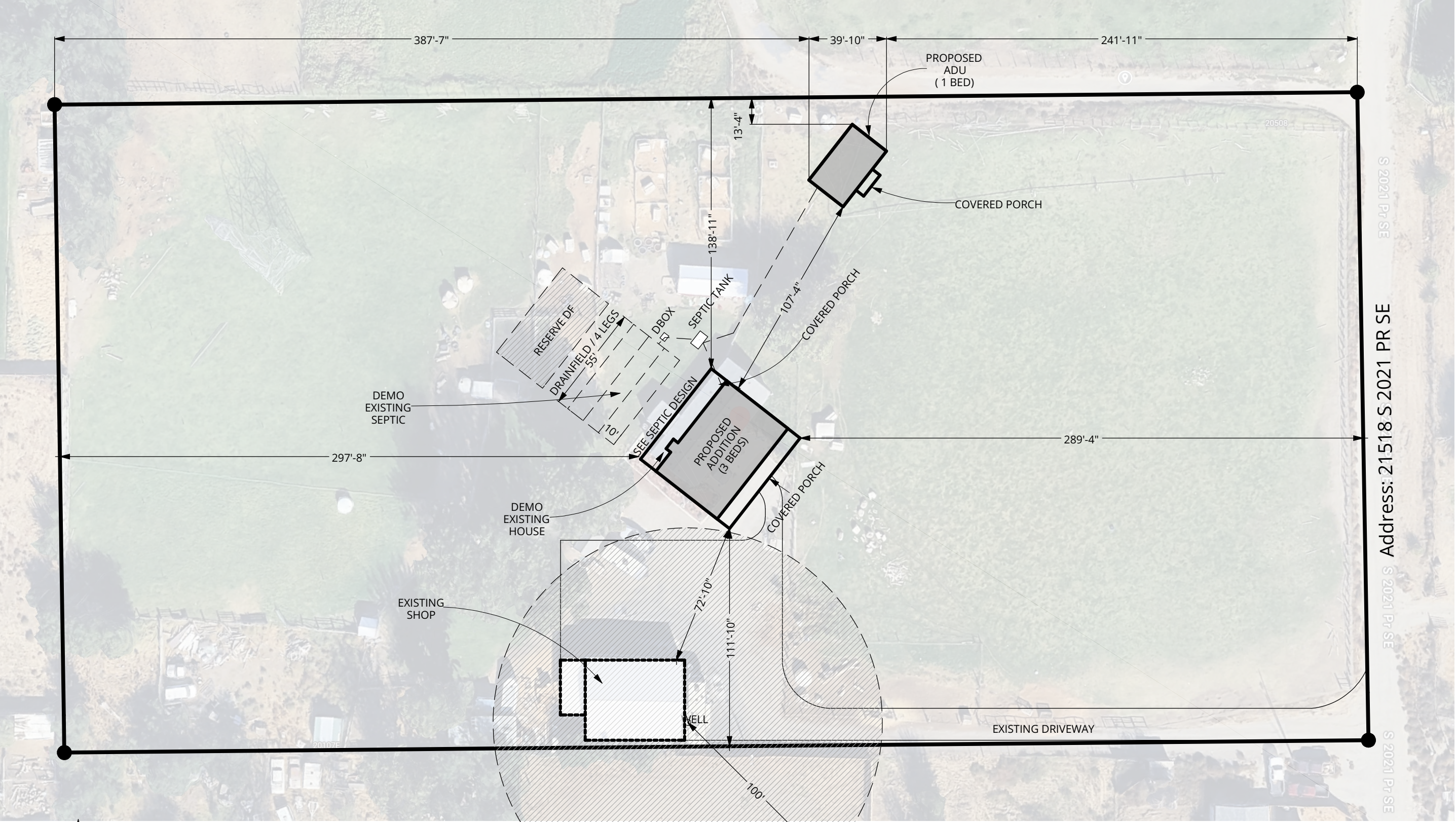
If further explanation is needed for any of the questions above, please attach additional pages.

(FOR STAFF USE ONLY) Access: Y N Application Complete: Y N

Critical Areas: N Y: _____ Zoning: _____

Reviewed by: _____ Date: _____

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SITE PLAN
SCALE: 1 IN = 50 FT

LEGEND
W=WATER
I=IRRIGATION
S=SEWER
P=POWER

FILE: SITE - SIZE-B.LAYOUT ANSI B (11" X 17")

LEGAL DESCRIPTION:
Address: 21518 S 2021 PR SE KENNEWICK WA
Parcel #: 117801000009003

CTC
KEVIN & DIONA
SCHILLING



FILE: PLAN - SCHILLINGS ADU
DATE: 9/2/2026
TIME: 11:10:13 AM
REV: 0
SCALE: 1/4" = 1'
DESIGNER: ZACK MCLEOD
CELL: 509.528-2884
WWW.MCLEODHOMEDESIGNS.COM
1900 FOWLER ST., #F, RICHLAND, WA

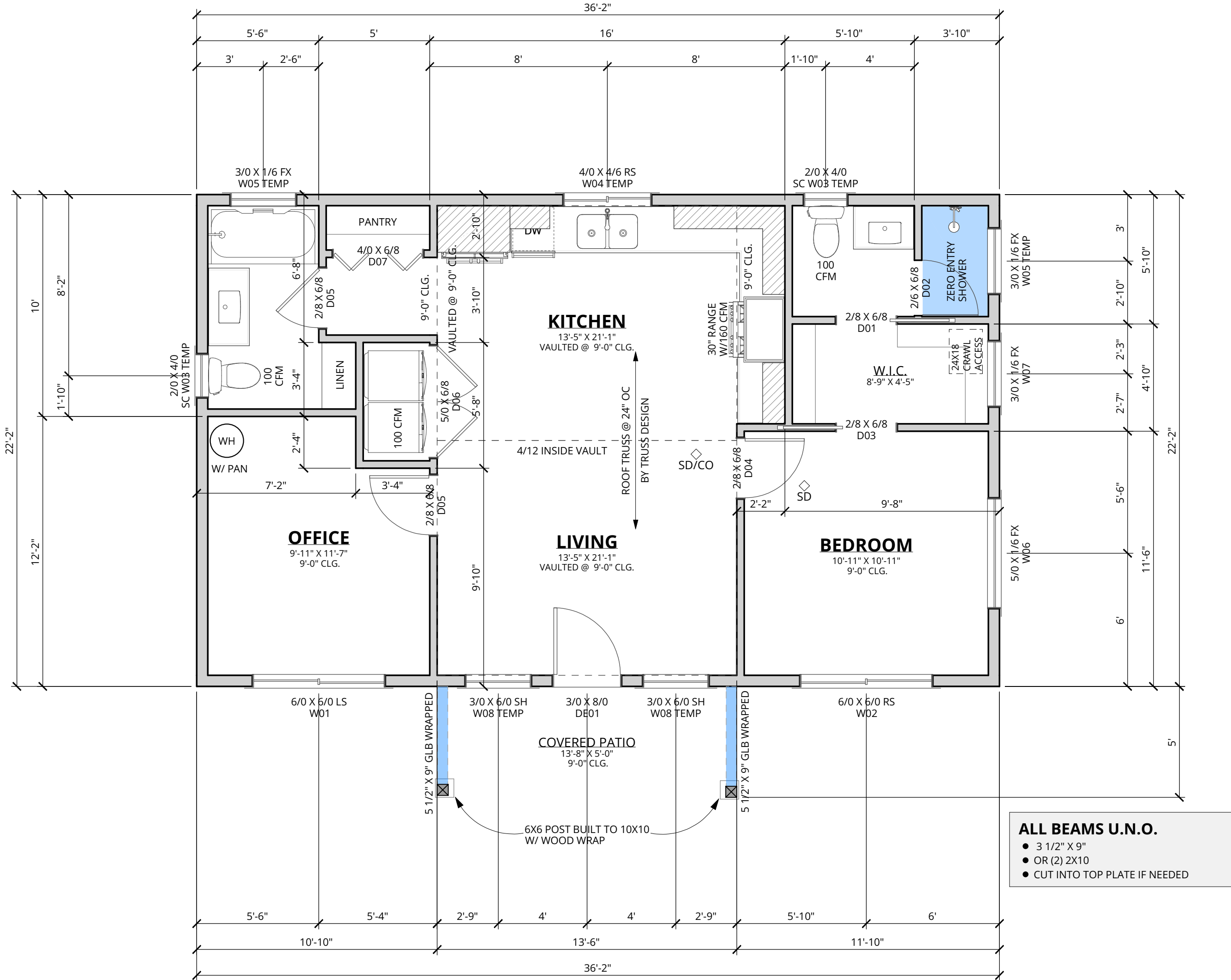
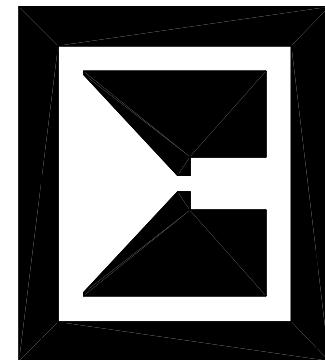
FINISHED SF:	800
1ST FLOOR:	0
2ND FLOOR:	0
BASEMENT:	0
TOTAL FINISHED:	800
UNFINISHED:	0
COVERED AREAS:	68
GARAGES:	0

MAIN FLOOR PLAN

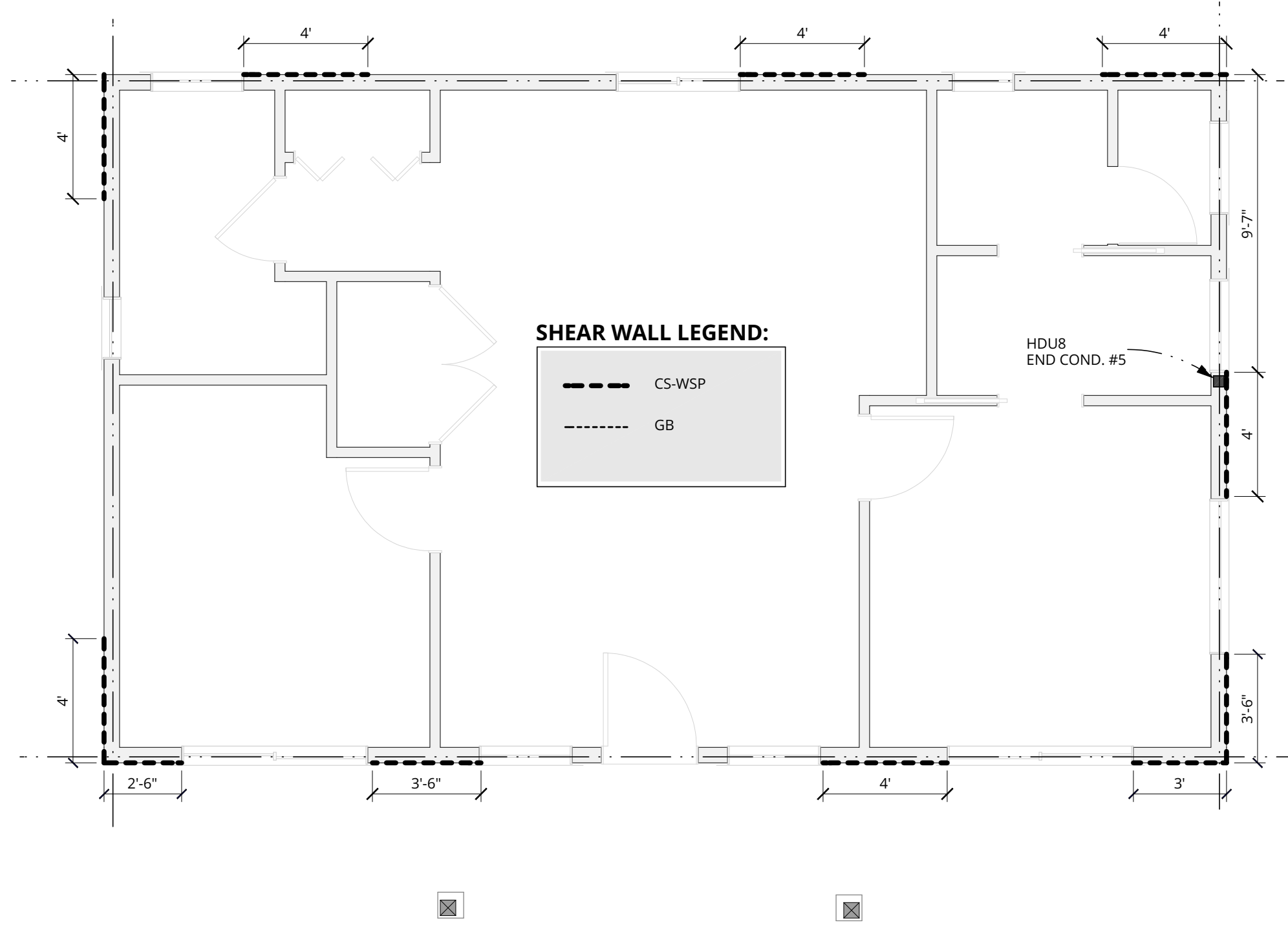
COPYRIGHT APPROVED FOR THIS ADDRESS:

SCHILLINGS - DIONA
AND KEVIN
ADU

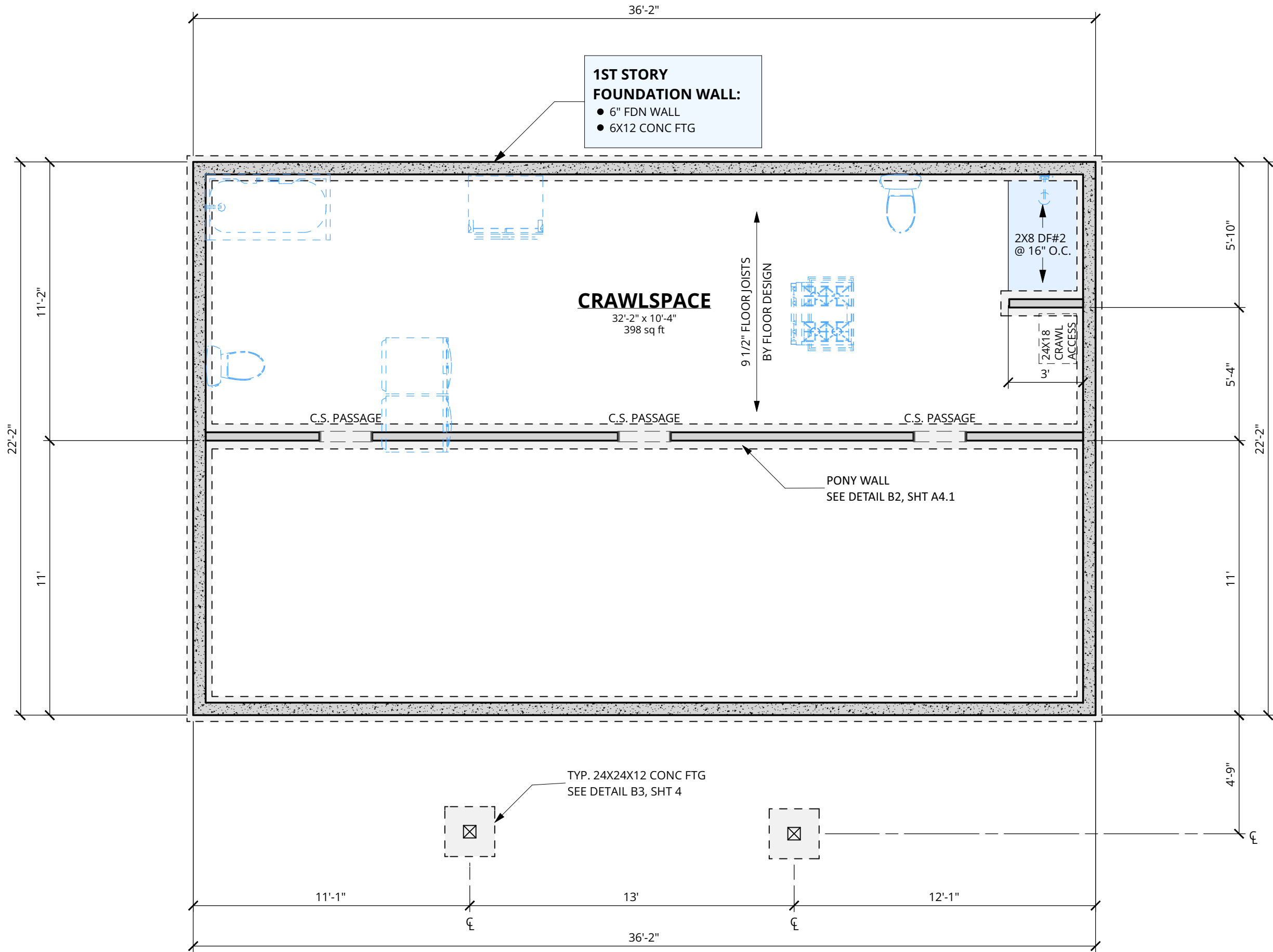
MCLEOD
HOME DESIGNS



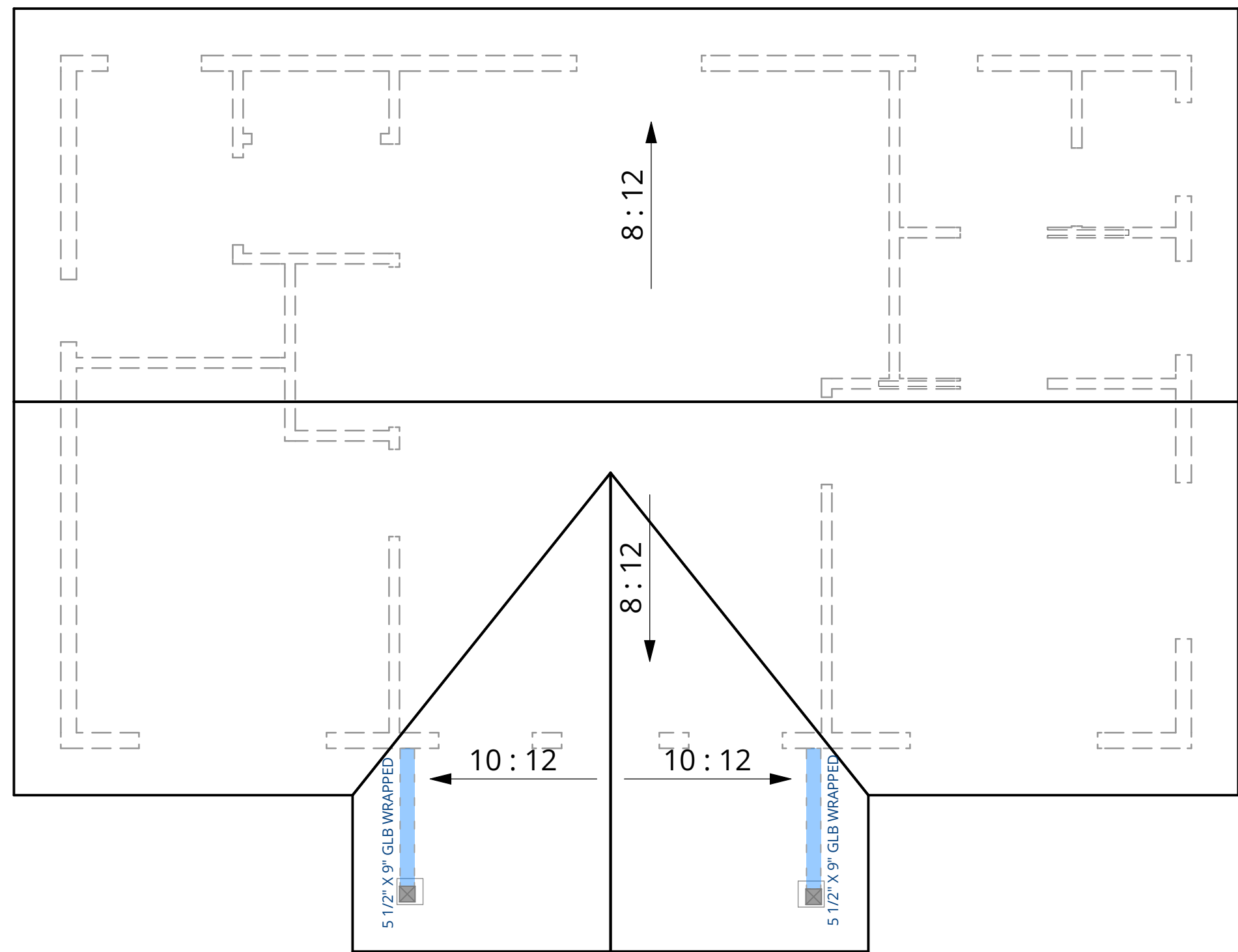
1 1ST STORY FLOOR PLAN
1/4 IN = 1 FT



SW 1ST FLOOR SHEAR WALL
1/4 IN = 1 FT



0 FOUNDATION PLAN
SCALE: 1/4 IN = 1 FT



R ROOF PLAN
1/4 IN = 1 FT

From: noreply@co.benton.wa.us
Sent: Wednesday, September 9, 2026 3:03 PM
To: [REDACTED]
[REDACTED]
Cc: Planning Department
Subject: [EXTERNAL] Benton County Planning Division: CUP-2026-0016 has been accepted

EXTERNAL EMAIL WARNING!!!: This email originated from outside of Benton County. DO NOT click links or open attachments unless you recognize the sender and know the content is safe.

9/9/2026

Hello,

The Benton County Planning Division is in receipt of your project permit application and has determined that the required materials have been submitted and the application is complete. The review process will now begin on your application.

Although this office has determined that your application is complete, more clarification or information may be needed from you during the review process. If additional information is required, it will need to be submitted to our office before the applicant can be processed.

Additional information and/or permits may be required from other agencies including, but not limited to, the Benton County Building Division, the Benton-Franklin Health District, and the Washington State Department of Health.

This is an automated email from an unmonitored email address. Please contact planning.department@co.benton.wa.us if you have any questions.



HEM 1.6

September 10, 2026

Benton County Building Division
Benton County Code Enforcement
Benton County Fire District #1
Benton County Fire Marshal
Benton County Public Works Department
Benton-Franklin Health District
Benton PUD
Columbia Irrigation District

RE: Agency review of a Conditional Use Permit application
File #: CUP 2026-0016
Parcel #: 1-1780-100-0009-003
Applicant: Cliff Thorn Construction

Attached is a Conditional Use Permit application for your agency's review.

The applicant is proposing to construct an 800 sq. ft. detached accessory dwelling unit on a parcel while also constructing a new 2,379 sq. ft. single family residence. The project is located in the Kennewick area of unincorporated Benton County within the Rural Lands 5 Acre Zoning District. Parcel number 1-1780-100-0009-003.

PLEASE SUBMIT YOUR COMMENTS to Planning.Department@co.benton.wa.us by **September 24th, 2026**. Please reference file number **CUP 2026-0016** in all correspondence.

If you have any questions or need more time to review the application, please contact the Planning Division at (509) 786-5612 or to the email above.

Thank you,

Benton County Planning Division

From: Tina Glines <glinest@bentonpud.org>
Sent: Thursday, September 10, 2026 10:32 AM
To: Planning Department
Subject: [EXTERNAL] RE: [E] Agency Review - CUP 2026-0016 Cliff Thorn Construction for Schilling (ADU)

No comments.

Thank you,



Tina Glines
Distribution Design Technician
(509) 582-1241



Redbook: Customer Engineering Standards

From: Planning Department <Planning.Department@co.benton.wa.us>
Sent: Thursday, September 10, 2026 10:02 AM
To: Brad O'Brien <Brad.Obrien@co.benton.wa.us>; Troy Taylor <Troy.Taylor@co.benton.wa.us>; Code Enforcement <code.enforcement@co.benton.wa.us>; scott@bentonone.org; Gary Tiplady <Gary.Tiplady@co.benton.wa.us>; Cristina Woods <Cristina.Woods@co.benton.wa.us>; Shane Elledge <Richard.Elledge@co.benton.wa.us>; Dylan Krantz <Dylan.Krantz@co.benton.wa.us>; Carrie Hoburg <Carrie.Hoburg@co.benton.wa.us>; erin.hockaday@bfhd.wa.gov; Jodeer@bfhd.wa.gov; deana.chiodo@bfhd.wa.gov; Tina Glines <glinest@bentonpud.org>; CID@columbiairrigation.com
Cc: Brittany Merrill <Brittany.Merrill@co.benton.wa.us>; Andrea Watts <Andrea.Watts@co.benton.wa.us>
Subject: [E] Agency Review - CUP 2026-0016 Cliff Thorn Construction for Schilling (ADU)

[EXTERNAL EMAIL]

Good morning,

Attached you will find the necessary application materials for Cliff Thorn Construction who is proposing to construct an 800 sq. ft. detached accessory dwelling unit on a parcel while also constructing a new 2,379 sq. ft. single family residence located at 21518 S 2021 PR SE in Kennewick.

From: Gary Tiplady
Sent: Thursday, September 10, 2026 4:01 PM
To: Jill James
Subject: Comment Letter CUP 2026-016 Schilling
Attachments: Comment Letter CUP 2026-016 Schilling.pdf

Hey Jill, here is my comments for this CUP. Let me know if you have any questions.

Gary Tiplady
Benton County Fire Marshal
Fire Inspector I
Fire Inspector II
Building Inspector I
509-735-3500
Gary.Tiplady@co.benton.wa.



Fire Marshal Comments:

September 10, 2026

Jill,

The proposed accessory dwelling unit would have to comply with the private roads and driveway requirements for fire apparatus access. A fire apparatus turn around would be triggered if the driveway is over 150' (BCC 3.18.045)

If you have questions on these comments, please, feel free to contact the County Fire Marshal at (509) 735-3500. Ext 2411.

Re: CUP 2026-016, Schilling

**Gary Tiplady
Benton County Fire Marshal
Building Inspector II
509-735-3500
Gary.Tiplady@co.benton.wa.us**

From: Justin Gerber <justing@bfhd.wa.gov>
Sent: Friday, September 11, 2026 4:22 PM
To: Planning Department
Subject: [EXTERNAL] Agency Review - CUP 2026-0016 Cliff Thorn Construction for Schilling (ADU)

Good afternoon,

No comments to add at this time. Thank you.

Justin Gerber

Environmental Health Specialist II

Benton-Franklin Health District

7102 W. Okanogan Place,

Kennewick, WA 99336

p: 509.460.4330

www.bfhd.wa.gov JustinG@bfhd.wa.gov



Follow us on   

Share your voice! Take the Benton-Franklin Environmental Health Survey and help shape our community's environmental health priorities. [Environmental Health Assessment Community Survey](#)

¡Comparta su opinión! Participe en la encuesta de salud ambiental de Benton-Franklin y ayude a identificar las prioridades de salud ambiental de nuestra comunidad. [Environmental Health Assessment Community Survey](#)

IMPORTANT: Email coming & going from our agency is not protected, thus client information can not be shared in this format. Please use voicemail or fax for client communication. The contents of this email and any attachments are confidential. They are intended for the named recipient(s) only. If you have received this email in error, please notify the system manager or the sender immediately and do not disclose the contents to anyone or make copies thereof.

From: Troy Taylor
Sent: Wednesday, September 16, 2026 9:31 AM
To: Planning Department
Subject: RE: Agency Review - CUP 2026-0016 Cliff Thorn Construction for Schilling (ADU)

Building- comply with all applicable current Benton County codes.

From: Planning Department <Planning.Department@co.benton.wa.us>
Sent: Thursday, September 10, 2026 10:02 AM
To: Brad O'Brien <Brad.Obrien@co.benton.wa.us>; Troy Taylor <Troy.Taylor@co.benton.wa.us>; Code Enforcement <code.enforcement@co.benton.wa.us>; scott@bentonone.org; Gary Tiplady <Gary.Tiplady@co.benton.wa.us>; Cristina Woods <Cristina.Woods@co.benton.wa.us>; Shane Elledge <Richard.Elledge@co.benton.wa.us>; Dylan Krantz <Dylan.Krantz@co.benton.wa.us>; Carrie Hoburg <Carrie.Hoburg@co.benton.wa.us>; erin.hockaday@bfhd.wa.gov; Jodeer@bfhd.wa.gov; deana.chiodo@bfhd.wa.gov; glinest@bentonpud.org; CID@columbiairrigation.com
Cc: Brittany Merrill <Brittany.Merrill@co.benton.wa.us>; Andrea Watts <Andrea.Watts@co.benton.wa.us>
Subject: Agency Review - CUP 2026-0016 Cliff Thorn Construction for Schilling (ADU)

Good morning,

Attached you will find the necessary application materials for Cliff Thorn Construction who is proposing to construct an 800 sq. ft. detached accessory dwelling unit on a parcel while also constructing a new 2,379 sq. ft. single family residence located at 21518 S 2021 PR SE in Kennewick.

Please review and provide any comments by **September 24th, 2026.**

Have a wonderful day ahead,

From: Shane Elledge
Sent: Tuesday, September 22, 2026 8:13 AM
To: Planning Department
Subject: RE: Agency Review - CUP 2026-0016 Cliff Thorn Construction for Schilling (ADU)

Good morning,

Public Works has no comments.

Thank you.



R. Shane Elledge, LSIT • *Engineering Associate*
Benton County Public Works
102206 Wiser Parkway , Kennewick WA, 99338
(509) 786-5611 Ext: 5531

From: Planning Department <Planning.Department@co.benton.wa.us>
Sent: Thursday, September 10, 2026 10:02 AM
To: Brad O'Brien <Brad.Obrien@co.benton.wa.us>; Troy Taylor <Troy.Taylor@co.benton.wa.us>; Code Enforcement <code.enforcement@co.benton.wa.us>; scott@bentonone.org; Gary Tiplady <Gary.Tiplady@co.benton.wa.us>; Cristina Woods <Cristina.Woods@co.benton.wa.us>; Shane Elledge <Richard.Elledge@co.benton.wa.us>; Dylan Krantz <Dylan.Krantz@co.benton.wa.us>; Carrie Hoburg <Carrie.Hoburg@co.benton.wa.us>; erin.hockaday@bfhd.wa.gov; Jodeer@bfhd.wa.gov; deana.chiodo@bfhd.wa.gov; glinest@bentonpud.org; CID@columbiairrigation.com
Cc: Brittany Merrill <Brittany.Merrill@co.benton.wa.us>; Andrea Watts <Andrea.Watts@co.benton.wa.us>
Subject: Agency Review - CUP 2026-0016 Cliff Thorn Construction for Schilling (ADU)

Good morning,

Attached you will find the necessary application materials for Cliff Thorn Construction who is proposing to construct an 800 sq. ft. detached accessory dwelling unit on a parcel while also constructing a new 2,379 sq. ft. single family residence located at 21518 S 2021 PR SE in Kennewick.

Please review and provide any comments by **September 24th, 2026.**

Have a wonderful day ahead,



HEM 1.12

NOTICE OF OPEN RECORD HEARINGS

NOTICE IS HEREBY GIVEN that the following applications have been proposed to the Hearings Examiner for Benton County, Washington. An open public record hearing for the below stated applications will be held on **October 16, 2026**, at 10 a.m. via in person and virtual meeting format in the Commissioners Room on the third floor of the Courthouse, 620 Market Street, Prosser WA. To find information on attendance options, please visit <https://tinyurl.com/BCHearingExaminerPublicNotice>.

CONDITIONAL USE PERMIT – CUP 2026-009 The applicant, Interstate Concrete and Asphalt, is requesting a conditional use permit for a commercial gravel mining, crushing, washing, processing, stockpiles, sales of material, concrete and asphalt plants. The project is located at 188322 S Plymouth Industrial Road, Plymouth, WA 99346.

CONDITIONAL USE PERMIT – CUP 2026-0015 The applicant, Matthew Massie, is proposing to convert an existing 1,560 sq. ft. single family dwelling into an 800 sq. ft. detached accessory dwelling unit within a 2,360 sq. ft. shop on a parcel with plans for a new 3,000 sq. ft. single family residence. The project is located at 100506 E Bastian PR SE, Kennewick, WA 99338.

CONDITIONAL USE PERMIT – CUP 2026-0016 The applicant, Cliff Thorn Construction, for Kevin Schilling, is proposing to construct an 800 sq. ft. detached accessory dwelling unit on a parcel while also constructing a new 2,379 sq. ft. single family residence. The project is located at 21518 S 2021 PR SE, Kennewick, WA 99337.

Questions can be directed to the Planning Division at 509-786-5612 or at planning.department@co.benton.wa.us. Written comments regarding the above applications must be received by **October 13, 2026** via email or submitted to the Planning Division office at the Public Services Building, 102206 E Wiser Parkway, Kennewick, WA 99338. Any information submitted to Benton County is subject to the public records disclosure laws for the State of Washington (RCW Chapter 42.17) and all other laws that may require the release of the documents to the public.

No individual with a disability shall be denied the benefit of participating in such meetings. If you wish to use auxiliary aids or require assistance to comment at a public meeting, please contact the Benton County Planning Division at least ten days prior to the meeting date to make arrangements for special needs.

Dated this September 25, 2026

PUBLICATION DATE: September 30, 2026

SUSAN E. DRUMMOND
Benton County Hearings Examiner

Andrea Watts – Planning Supervisor
Community Development Department