



Kelso Planning Commission Agenda
Meeting at 7:00 p.m.
Tuesday, June 12, 2012
203 South Pacific Ave., City Hall Council Chambers

Agenda	Approved/ Denied	Remarks
<p>Timed Items: 7:00 p.m.</p> <ul style="list-style-type: none"> 1. Call to order 2. Roll Call 		
<p>Action Items:</p> <ul style="list-style-type: none"> 1. Approve March 13, 2012 Meeting Minutes <ul style="list-style-type: none"> ▪ April 10, 2012 Meeting - Cancelled ▪ May 8, 2012 Meeting - No Quorum 		
<p>Presentation:</p> <ul style="list-style-type: none"> 1. Kelso Downtown Revitalization Association (KDRA) – Carol Zonich <ul style="list-style-type: none"> a. Downtown Benches – Kelso Lions Logo 2. Kelso Lions Club <ul style="list-style-type: none"> a. Downtown Benches – Addition to benches 		
<p>Other Business:</p> <ul style="list-style-type: none"> 1. Title 17 Planning and Zoning Code Revisions 2. Neighborhood Stabilization Program (NSP) Update: <ul style="list-style-type: none"> a. 1408 Home Ct. Purchase b. 1124 N Pacific Ave. Environmental Assessment 		
<p>Adjournment:</p> <p>Next Meeting July 10, 2012 at 7:00 p.m.</p>		

City of Kelso Community Development Department (360) 423-9922



Kelso Planning Commission Meeting Minutes
Tuesday, March 13, 2012
7:01pm – 8:07pm

Members Present: Dan Jones, Patricia VanRollins, Toby Tabor, Larry Peterson, Mark Kirkland, Rick VonRock

Members Absent: Michael Leeper

Staff Present: Nancy Malone, Community Development Manager; Stephanie Helem, Recording Secretary

Call to Order

Chair Mark Kirkland called the meeting to order at 7:01p.m.

Minutes:

Commissioner Peterson made the motion, seconded by Commissioner VonRock to approve the minutes of January 10, 2012. Motion carried, all in favor.

Presentation:

1. **Kelso Downtown Revitalization Association (KDRA).** Carol Zonich and Mike Zonich, 300 Oak Street, Kelso, Washington 98626. Proposal of metal park benches at five locations in the downtown area. A map and photo of proposed benches were handed to commissioners to look at. A year ago a bench committee was started with KDRA. A walk around was conducted and KDRA prioritized bench locations based on aesthetics, level land, businesses nearby and foot traffic. Looked at wood, steel and composites (plastic) materials. Wood peels, cracks, splits, dry rots, can be carved in, and would need to be taken apart to be refinished. Composites fade, crack, and split. Liked the steel because it can be repainted if vandalized. Proposed bench attachment to ground is stainless steel, same as trash cans. Looked at durability; proposed bench slats go vertically instead of horizontally which helps disperse the water to dry faster. KDRA's budget is \$5,000. This would buy two benches and a trash can or two trash cans and half a bench. The bench company will put a laser logo as part of the bench. This opened up an opportunity for KDRA to contact other businesses and service organizations to see if they would like to donate money for the bench and have their logo on it. Currently the bench company is working on the City of Kelso logo "City of Friendly People" which would be on each bench, planter, and trash can KDRA purchases. They would be painted in Kelso blue to show civic pride. KDRA is close to getting funds from several civic groups for benches. KDRA will partner with businesses for the maintenance and emptying of trash cans. KDRA understands the city's concern that the proposed benches do not match the current wood benches in front of City Hall. The proposed benches will not be right next door but will be close. The benches will last longer; they have civic pride, Kelso blue, Kelso logo, civic organization's logo and has gotten everyone involved in the process. The "planning guidelines should inspire, enhance, and promote partnership with citizens, businesses and the city. They shouldn't constrict or prohibit."

Commissioner VonRock suggested utilizing tourism funds to replace current City Hall benches. Commissioner Kirkland suggested powder coating existing City Hall benches blue to match proposed benches. City Hall is currently not one of the proposed locations for the new benches. In the Downtown Design Review Handbook it states "Turn of the Century Western Commercial." What does this mean? Does this fit with KDRA's proposed design? With the

City's current design? Does the proposed benches meet this criteria? Service organization's logo and design should be approved prior to being placed on benches. Discussion followed.

MOTION: Commissioner Peterson made the motion, seconded by Commissioner VonRock to "approve the design and color as presented". Commissioner Peterson excused himself from voting as he is a member of KDRA. Motion carried, all in favor.

Business:

1. **Zoning Code.** Nancy Malone. The Community Development Department has had requests from the public regarding different land use issues in the downtown area that are not allowed. Per the current code only retail is allowed on the first floor in the downtown area (South Pacific from Oak Street to Ash Street). Specifically, a yoga studio is not allowed on the first floor of the downtown area. In reviewing the code book, definitions are either not there or do not identify certain uses. A motorcycle business has also inquired about moving their business from Longview to the downtown area. They sale motorcycle wear, accessories, etc. They would also do engine repair, which is not allowed in the Commercial Town Center zone. Also in the code Antique shops are limited to 300 feet of each other. Commission would like to see foot traffic and revitalization in the downtown area. What businesses would bring foot traffic? Retail is selling goods and services. Discussion followed.
2. **Shoreline Master Plan Update.** Nancy Malone. A firm was hired to work on and update the plan. Community Development will be working on gathering all Kelso's shoreline development, critical area permit information that is due by April 3rd. There will be public meetings scheduled for the Shoreline Master Plan update. One planner has been assigned to Woodland and Kelso. Discussion followed.
3. **FEMA MAP Revision Update.** Nancy Malone. FEMA has proposed flood plain area changes within the City of Kelso. A teleconference call has been scheduled to discuss these proposed changes. Cowlitz County and all the cities within the county are talking to FEMA together. There are a number of properties that have been removed from the flood plain. Some of these properties did flood in 2009. If it affects citizens, the citizens do not have an opportunity to appeal directly. Each jurisdiction has to represent the citizen of that jurisdiction for any appeals. A letter was addressed to FEMA from Kelso regarding seven areas the city is concerned about. Discussion followed.

A FEMA Open House is tentatively scheduled on April 9, 2012 from 6:00pm – 8:00pm. Confirmation will be sent to the Planning Commissioners.

4. **Comprehensive Plan.** Nancy Malone. The Cowlitz-Wahkiakum Council of Governments (CWCOG) has given a different proposal regarding helping the city with the Comprehensive Plan. CWCOG would be available approximately six days a month. There is no time line on this. Based on approximately 607 CWCOG hours the city should be able to have the Comprehensive Plan updated for a cost of \$37,000. Nancy will have to present this to council for approval and to see if there is money available and get CWCOG to continue the process. In discussing the plan with CWCOG there does not need to be a lot of changes, just some updating. Discussion followed.
5. **Neighborhood Stabilization Program (NSP).** Nancy Malone
 - **1504 N. 2nd Ave.** – Property was deeded to Habitat for Humanity. They have a family enlisted to put a house on the property. Nancy attended the Ground Breaking Ceremony for the new home.

- **1412 N 1st Ave.** – Property was deeded to Lower Columbia CAP. House was refurbished and family is renting home.
- **1124 N. Pacific Ave.** – The old Terry Salvage property. The city is in the process of foreclosing on the property. A Sheriff's sale will be held within the next 6 to 8 weeks. There will be public meetings if need be. Maul Foster Alongi is sending notifications to property owners in and around area and letting them know what they are proposing to do and that there will be drillers on site. The city's hope is to build low income housing. The property will more than likely revert to Lower Columbia CAP. This current process is the site assessment of the property for redevelopment. This does not include the property cleanup. Discussion followed.

Adjournment

There being no further business Commissioner Kirkland motioned to adjourn and Commissioner VonRock seconded to adjourn at 8:07 p.m.

Mark Kirkland, Planning Commission Chair

Respectfully submitted:
Stephanie L. Helem
Recording Secretary