



# Community Development Department

203 S. Pacific Avenue, PO Box 819 Kelso, WA 98626



## Kelso Planning Commission

### Meeting Minutes

Tuesday, November 8, 2022

6:00 pm

**Commissioners Present:** Tim Watson, Richard McCaine, Daniel Graves, Barbara Stephenson, Ann Hight

**Commissioners Absent:** None

**Staff Present:** Michael Kardas, Community Development Director  
Mike Murray, Building & Planning Services Manager  
Amber Jacobs, Permit Specialist

**Community Present:** None

1 **Call to Order: 6:00 PM**

2 Chair Ann Hight called the meeting to order and roll call was taken.

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4 **Approve Minutes:**

5 Upon motion by Commissioner McCaine, seconded by Commissioner Graves. 'Approve the minutes of the April  
6 12, 2022, Regular Meeting'. Motion passed, all voting yes.

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8 **Citizen Business:**

9 None

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11 **Commission Business:**

12 None

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14 **Adjournment:**

15 There being no further business, Commissioner Hight adjourned the meeting at 6:02 PM

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17 **Public Workshop:**

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19 Mike Murray discussed the upcoming code update for next year. There is budget for an outside firm to do a full  
20 code update. The commission will have the opportunity to meet with the firm to discuss issues with the current code  
21 and have several workshops to discuss the changes that the commission would like to see.

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23 Mike Murray and the commissioners then discussed the following land use proposals. SEPA timeline for these will  
24 be in the next few weeks and hopefully will be ready for voting for approval at the next Planning Commission  
25 Meeting.

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27 **Croy Street Rezone:**

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- A request to change three properties from Neighborhood Commercial to Residential (RSF-5). The proposed map amendment site is for the lots known as 1300 N 2<sup>nd</sup> Ave., 206 Croy Street and 208 Croy Street – Cowlitz County parcel numbers 21668, 21669 and 21670 in Kelso WA. The owner of 1300 2<sup>nd</sup> Avenue, Kevin Valencia, initially requested the rezone and two of the three lots are already residential. The need for commercial has diminished so city staff is recommending the rezone for all three lots.

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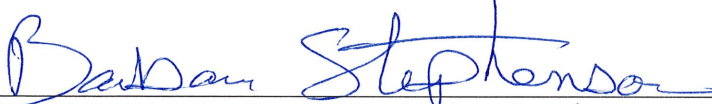
Removal of Downtown Design Review Overlay

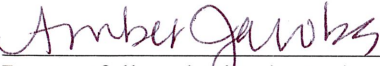
- City Council has requested the removal of the Downtown Design Review Overlay which requires buildings to have a historical architectural feature. Loosening the restrictions may help encourage development in the downtown district. Also, it appears that the code has not been strictly enforced over the years. There are some historic buildings downtown along with more modern looking ones so the downtown district is a mixed bag of designs. Trying to make all of the buildings look historic is a tall task. The city would like to remove the requirement to encourage development.

Proposed code changes in the Kelso Municipal Code. The changes include:

- Increasing the allowable size of ADUs
- Clearing up confusing language in some definitions
- Increasing the lot coverage for lots in the RSF-5 zone
- Correcting a mislabeled column and remove confusing language in Table 17.22.020
- Updating the requirements and language for Townhouses
- Clarifying language about Accessory Buildings
- Removing conflicting language about number of lots allowed in a short plat
- Removing some of the requirements for lot consolidations involving two lots when a single dividing line is being removed.
- Changing some comment periods from 15 to 14 days to bring them into alignment with others
- Increasing the number of zoning districts where fire/ambulance stations, public works buildings and townhouses can be sited either permitted outright or upon receiving a conditional use permit.

**Adjournment:**  
**Workshop adjourned at 6:32 PM**

  
~~Ann Hight, Planning Commission Chair~~ Barbara Stephenson, Planning Commission, Vice Chair

  
Respectfully submitted: Amber Jacobs, Permit Specialist