



# Community Development Department

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



## Kelso Planning Commission

### Meeting Minutes

Tuesday, April 13, 2021

6:00 pm

**Commissioners Present:** Daniel Graves, Ann Hight, Barbara Stephenson, Gary Schimmel

**Commissioners Absent:** None

**Staff Present:** Michael Kardas, Community Development Director  
Amber Jacobs, Department Assistant.

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

2 Chairman Schimmel called the meeting to order and roll call was taken.

3

4 **Approve Minutes:**

5 Upon motion by Commissioner Hight, seconded by Commissioner Graves. 'Approve the minutes of the January  
6 14, 2020, Regular Meeting'. Motion passed, all voting yes.

7

8 **Citizen Business:**

9 None

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11 **Commission Business:**

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13 Gary Schimmel was elected as Planning Commission Chair for 2021. Commissioner Graves made a motion for  
14 Commissioner Schimmel to remain as Chair for 2021. Motion passed, all voting yes.

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16 Ann Hight was elected Planning Commission Vice Chair for 2021. Commissioner Graves made a motion for  
17 Commissioner Schimmel to remain as Chair for 2021. Motion passed, all voting yes.

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19 Mr. Kardas explained the rezone request by Cowlitz County for parcel number 243550101 that Cowlitz County  
20 has requested a zone change for. He explained that the parcel which is east of the current Cowlitz County Public  
21 Works Building at 1600 13<sup>th</sup> is zoned Open Space by mistake from the last comprehensive plan update and the  
22 county wishes to put building on that parcel, so we need to correct out zoning mistake. It will require a public  
23 hearing for next time but wanted to bring this to the commission to make sure there are no objections. The public  
24 hearing will be posted.

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26 **Department Business:**

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28 Mr. Kardas explained that after losing our planner, we have had an interim planner, Steve Langdon, former  
29 Planning Manager for Longview, who has been coming in part time for over year. The planning position was  
30 frozen and removed from the budget out of caution from the pandemic but is now reopened so will try for  
31 recruitment again.

32

33 Steve has agreed to help with the municipal code rewrite and we will be bringing code updates to the code to the  
34 Planning Commission for consideration in the coming months.

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36 Commissioner Stephenson stated that she would like to address code changes to the General Commercial Zone  
37 where there are residences within the General Commercial Zone in the downtown area. Mr. Kardas explained that

38 we can bring this to the commission for discussion in the future. The commission can vote and make a  
39 recommendation for City Council if a change is agreed upon. Staff also makes a recommendation to the City  
40 Council who makes the final decision.

41  
42 Commissioner Schimmel stated that there is a position open for the 5<sup>th</sup> seat on the Planning Commission. Mr.  
43 Kardas said that the position will be advertised and there will be application soon on the website for anyone  
44 interested.

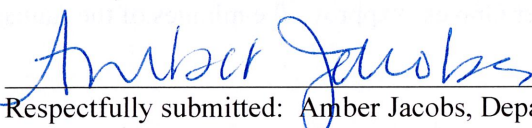
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46 **Public Workshop:**

47 None

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50 **Adjournment:**

51 **There being no further business, Commissioner Schimmel adjourned the meeting at 6:26 PM.**

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57 Gary Schimmel, Planning Commission Chair

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61 Respectfully submitted: Amber Jacobs, Department Assistant