



## Community Development Department

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



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**Kelso Planning Commission  
Meeting Minutes  
Tuesday, September 12, 2017  
6:00 P.M.**

**Commissioners Present:** Gary Schimmel, Jeffrey McAllister, Daniel Graves, Charles Hendrickson, and Ann Hight (newly appointed to Position No. 5)

**Commissioners Absent:** None

**Staff Present:** Tammy Baraconi, Planning Manager  
Traci Howard, Deputy Clerk

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

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

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4 **Approve Minutes:**

5 Planning Manager Baraconi commented that the minutes of the August 15, 2017 meeting would be on the next  
6 meeting agenda for approval.

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8 **Citizen Business:**

9 None

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11 **Public Hearing(s):**

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13 **Update to the Subdivision Code:** Chairman Schimmel opened the public hearing at 6:01 P.M. Planning  
14 Manager Baraconi commented that the purpose of the update was to bring current the City's Subdivision Code to  
15 state level and field of planning. Definitions of certain language and application processing were discussed.  
16 There being no comment from the audience, Chairman Schimmel closed the public hearing at 6:12 P.M.

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18 **Creation of a Developer's Agreement Code:** Chairman Schimmel opened the public hearing at 6:12 P.M.

19 Planning Manager Baraconi commented that a Developer's Agreement Code provides another option to the  
20 permitting process. She commented that it gives the City a civil process that allows more flexibility for  
21 developers. There being no comment from the audience, Chairman Schimmel closed the public hearing at 6:15  
22 P.M.

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24 **Commission Business:**

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26 **Subdivision Code Update:** Upon motion by Commissioner Graves, seconded by Commissioner McAllister,  
27 'Approve the updates to the Subdivision Code'. Motion passed, all voting yes.

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29 **Developer's Agreement Code:** Upon motion by Commissioner McAllister, seconded by Commissioner Graves,  
30 'Approve the Developer's Agreement Code'. Motion passed, all voting yes.

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32 Planning Manager Baraconi commented that the update to the Subdivision Code and the Developer's Agreement  
33 Code would be brought to the City Council for consideration at a November regular council meeting.

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35 **Report - Planning Manager Tammy Baraconi:** 1) Commented that a workshop regarding marijuana zoning  
36 regulations would be on the agenda for the October 10, 2017 meeting. 2) Spoke about making changes and  
37 corrections to the zoning code by the end of the year.

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39 **Adjournment:**

40 There being no further business, Chairman Schimmel adjourned the meeting at 6:23 P.M.

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Gary Schimmel, Planning Commission Chair

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Respectfully submitted: Traci Howard, Deputy Clerk