



# Community Development Department

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



---

## Kelso Planning Commission

### Meeting Minutes

Tuesday, September 14, 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.

Keshia Owens, Community Development Planner Cowlitz Wahkiakum Council of Governments and Contract Planner for the City of Kelso

**Community Present:**

1 **Call to Order: 6:08 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 August  
6 10, 2021, Regular Meeting'. Motion passed, all voting yes.

7

8 **Citizen Business:**

9 None

10

11 **Commission Business:**

12

13 Shoreline Master Program Update:

14

15 Commissioner Schimmel asked Mr. Kardas to initiate the discussion on the Shoreline Master Program.

16

17 Mr. Kardas explained that whenever a project comes in within the shoreline, the applicant has to follow this  
18 guideline. In review of the changes, he saw nothing that seemed onerous. He stated that Keshia Owens from the  
19 CWCOG could answer any detailed questions. He views the update to the Shoreline Master Program as  
20 procedural that we have to move through. The Planning Commission gives a recommendation to council and  
21 since it is a code change there will be an ordinance.

22

23 Commissioner Graves asked for clarification that a recommendation was needed from the Planning Commission  
24 to give to council.

25

26 Mr. Kardas confirmed this and also said that staff would also make a recommendation and give council an  
27 ordinance for consideration.

28

29 Commissioner Schimmel asked Keshia Owens for a summary and asked if there was anything significant or if  
30 there were only minor changes.

31

32 Ms. Owens confirmed that the changes are minor and update is procedural to ensure that the program aligns with  
33 the standards that the Department of Ecology has set.

34

35 Mr. Kardas explained that when someone submits an application for development or to do something in the  
36 shoreline jurisdiction, we have to have a Shoreline Master Program that is consistent with the state's program that  
37 says that this is the set of rules that you have to follow when there is any activity in the shoreline jurisdiction. The  
38 closer you are to the shoreline, the more restrictive and the more involved the activity, you go from a Substantial  
39 Use to a Conditional Use. The city approves the Substantial Use development permits with Ecology's  
40 concurrence; the Department of Ecology approves the Conditional Use permits.

41  
42 Commissioner Schimmel asked if there was an example of when someone was not given approval for an  
43 application in the shoreline, if this prevented or thwarted an applicant's plans.

44  
45 Mr. Kardas explained that we have had very few applications. The most notable was the Wasser-Winter's  
46 property for the dredge spoils which went through condition use. If you follow what the guidance says, there is no  
47 way that it can't be approved.

48 It makes it easier if our document aligns with the state's document. If we don't approve it, it doesn't change  
49 anything. It just means we're out of compliance and the applicant still has to follow the state law.

50  
51 Commissioner Schimmel asked for a motion to recommend or not to recommend the changes requested by the  
52 state for the Shoreline Master Program.

53  
54 **Recommendation:**

55 Commissioner Hight made a motion recommending the acceptance of changes to the Shoreline Master Program,  
56 to City Council. Commissioner Stephenson seconded the motion. Motion passed, all voting yes.


57  
58  
59 **Public Workshop:**

60 None

61  
62  
63 **Adjournment:**

64 **There being no further business, Commissioner Schimmel adjourned the meeting at 6:15 PM.**

65  
66  
67  3/8/22  
68 \_\_\_\_\_  
69 Ann Hight, Planning Commission Vice Chair

70  
71   
72 \_\_\_\_\_  
73 Respectfully submitted: Amber Jacobs, Department Assistant