



Kelso Planning Commission
Agenda
 Meeting at 6:00p.m.
 Tuesday, August 12, 2014
 City Hall Council Chambers, 203 S. Pacific Ave.

Agenda	Approved/ Denied	Remarks
Call to Order:		
1. Roll Call.		
Approve Minutes:		
1. July 8, 2014 meeting minutes.		
Presentation:		
Public Hearing:		
Citizen Business:		
Commission Business:		
1. Comprehensive Plan Update. Review and discuss the Official Zoning Map and Future Land Use Map. Discussion led by Consultant, Gregg Dohrn.		
Action/Motion Items:		
Adjournment:		
Next regularly scheduled meeting September 9, 2014 at 6:00p.m.		

City of Kelso Community Development Department (360) 423-9922.
 The agenda can be found on the Kelso website at <http://www.kelso.gov/planning-commission/agendas>.



Kelso Planning Commission Meeting Minutes
Tuesday, July 8, 2014
6:00pm – 7:27pm

Commissioners Present: James Hill, Clark Hislop, Dan Jones, Rick VonRock, Jared Wade, James Webb.

Commissioners Absent: Toby Tabor.

Staff Present: Amy Mullerleile, Assistant to City Manager; Stephanie Helem, Recording Secretary.

Call to Order:

Chair Rick VonRock called the meeting to order at 6:00pm.

Minutes:

Commissioner Wade made the motion, seconded by Commissioner Jones to approve the minutes of June 10, 2014. Motion carried, all in favor.

Commission Business:

1. Draft Comprehensive Plan Goals, Policies, and Objectives. Discussion lead by Gregg Dohrn.

The Comprehensive Plan that the city now has was adopted in 1980. Much of the work was done before the eruption of Mt. St. Helens. The city is not experiencing the growth that was experienced in 1980. There has been very little population change. The discussion tonight will be what has happened since 1980. What changes would be appropriate to make as we think 5, 10, 15, 20 years out into the future? The Comprehensive Plan was revised in 1987, 1992, and maps in 1994. It has been awhile and it is time to do an update. In the case of local government, a Comprehensive Plan is the document that includes: goals, statements of what it is we are trying to accomplish or hope to achieve; policies on how to achieve those goals; objectives, specifically what we are going to do. There is some narrative or text that helps provide background information. There is a future land use map; this is a map that shows how the city would like to see development occurring in the future. There is typically an action plan, or something that says this is what we are going to do and how we are going to do it. Some other things you would see from a management stand point is; who is going to take the lead? What resources are required? How does it fit in with the budget? Are we allocating resources consistent with our vision?

A lot with what is in the current Comprehensive Plan has either been accomplished or the context has changed and is not relevant. The city needs to revisit it and talk about what is the appropriate course of action for the next 5, 15, 20 years. Discussion followed.

Gregg provided a Demographic Report to the Commission. Discussion followed.

Kelso has a unique situation. That most of the people that live in town work outside of town. The people that work in town live outside of town. Discussion followed.

Commission requested additional information on student population numbers. Gregg will look at school district for insight. Discussion followed.

Gregg gave overview of three maps provided for visual comparisons. Current Land Use map, Zoning Map, and Future Land Use Map. Land Use Table hand out was provided to Commission. Discussion followed.

Discussed Preliminary Draft of the Comprehensive Plan's Goals, Policies and Objectives. Gregg asked the Commission for comments or suggestions. Discussion followed.

Gregg suggested the Commission go back over goals and policies and demographic information and if there are questions we can bring back to the table. Follow-up research will be done on the questions raised. Gregg will provide the Commission a summary of this meetings discussion.

Commission requested a copy of current maps and future land use map be mailed.

Citizen Business: No citizen business.

Adjournment:

There being no further business, Commissioner Wade made the motion, seconded by Commissioner Webb to adjourn at 7:27pm.

Rick VonRock, Planning Commission Chair

Respectfully submitted: Stephanie L. Helem, Recording Secretary

G. R. Dohrn and Associates

Memorandum

Date: July 30, 2014

To: Kelso Planning Commission

From: Gregg Dohrn

Subject: August 12, 2014 Meeting

On Tuesday August 12th we will be reviewing the Official Zoning Map and the Future Land Use Map. The following questions might help guide our discussion.

1. The Zoning Code includes three different single family zoning districts, RSF-5, RSF-10, and RSF-15. The principle distinction between the three is the minimum lot size and density which is most relevant to the creation of new lots.
 - a. RSF 5 requires a 5,000 square foot minimum lot size and permits up to 8 dwelling units per acre.
 - b. RSF 10 requires a 10,000 square foot minimum lot size and permits up to 4 dwelling units per acre.
 - c. RSF 15 requires a 15,000 square foot minimum lot size and permits up to 3 dwelling units per acre.
 - d. Is there a need or benefit to having three different single family zones?
 - e. Most of the larger, vacant, residentially zoned land is on the east side of town. Is there a significant difference between the properties zoned RSF-10 and RSF-15? Can all of this property be zoned RSF-10 or RSF-15? What about RSF-5?
2. Are there any areas that are zoned RSF-5, RSF-10, or RSF-15 that may not be suitable for new residential development now or in the future? Where are these areas, and are there more appropriate land uses?
3. Are there any areas zoned Multi-Family Residential (RMF) that may not be suitable for new multi-family development? Where are these areas, and what are the more appropriate land uses?

G. R. Dohrn and Associates

- a. The current Comprehensive Plan says that the continuing shift from single family to multi-family dwellings should be encouraged in the Central Business District, West Kelso, and South Kelso.
 - b. Currently only 1% of the parcels representing only 2% of the land in the City is being used for higher density residential.
 - c. Are there specific areas where multi-family development should be encouraged in the future? Is so, where?
4. Are there areas of the city that may be better suited for mixed-use development now or in the future? If so where are these areas?
- a. It is interesting to note that the Zoning Code permits professional offices in the Residential Multi-Family Zone.
 - b. The stated purpose of the Town Center Zone is to provide a strong residential component to encourage a lively community day and night.
5. Are there are areas zoned Light Industrial (LI) or General Industrial (GI) that may not be suitable for new industrial development? Where these areas, and what are the more appropriate land uses?
- a. Currently only 2% of the parcels representing 3% of the acreage in the City are being used for industrial developments.
 - b. Are there specific areas where industrial development should be encouraged in the future? Is so, where?
6. The Zoning Code currently includes five different commercial zones: Town Center Commercial Zone (CTC), West Kelso Commercial Zone (CWK), Neighborhood Service Center Zone (CNH), Specialty Retail and Services Commercial Zone (CSR), and Major Retail Commercial Zone (CMR).
- a. In general terms, is there a need or benefit to having five different commercial zones?
 - b. Are there are areas zoned Commercial that may not be suitable for new commercial development? Where these areas, and what are the more appropriate land uses?

G. R. Dohrn and Associates

- c. Currently only 4% of the parcels representing 4 % of the acreage of the City are being used for commercial developments.
 - d. Are there specific areas where multi-family development should be encouraged in the future? Is so, where?
 - e. As a practical matter the distinction between the Specialty Retail and Services Zone and the Major Retail Commercial Zone is not clear. Perhaps they could be combined into a Regional Commercial Zone which is more auto oriented.
 - f. There is already a Design Overlay for the downtown, is there a need for a separate zoning district as well? Can they be consolidated in some manner?
 - g. What if there was a general commercial zone with overlays for West Kelso and the downtown to account for unique requirements? Perhaps they could be combined into a General Commercial Zone with more of an emphasis on local customers and more pedestrian oriented uses.
 - h. Since the Neighborhood Service Center Zone tends to involve single parcels, what about eliminating the zone and permitting existing commercial uses in the neighboring residential zone and permitting new neighborhood commercial uses as a conditional use based on a finding that it is compatible with neighboring uses.
7. Are there any other future land use, zoning, or mapping issues that you'd like to discuss?