



Community Development Department

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



**Kelso Planning Commission
Meeting Minutes
Tuesday, August 13, 2024
6:00 pm**

Commissioners Present: Barbara Stephenson, Ann Hight, Richard McCaine, Daniel Graves (via Zoom)

Staff Present: Mike Murray, Building & Planning Services Manager
Amber Jacobs, Planning Assistant

Community Present: None

- 1 **Call to Order: 6:00 PM**
- 2 Chair Ann Hight called the meeting to order and roll call was taken.
- 3
- 4 **Approve Minutes:**
- 5 Upon motion by Commissioner Stephenson, seconded by Commissioner Watson. 'Approve the minutes of the
- 6 July 9, 2024, Regular Meeting'. Motion passed, all voting yes.
- 7
- 8 **Citizen Business:**
- 9 None
- 10
- 11 **Commission Business:**
- 12 Mike Murray, Building & Planning Services Manager summarized the Comprehensive Plan Amendment and
- 13 Rezone proposal of the property located on Minor Road. The current Comprehensive Plan Designation of RSF-5
- 14 and a Comprehensive Plan designation of Lower Density Residential. The proposed change to the Comprehensive
- 15 Plan designation to Commercial and concurrently change the zoning to Regional Commercial. The request
- 16 includes grading approval to grade the property to facilitate future commercial development.
- 17
- 18 **Public Hearing:**
- 19 Commissioner Hight opened the Public Hearing.
- 20
- 21 Mr. Murray responded to questions regarding the rezone proposal. Staff recommends the Comprehensive Plan
- 22 change and the rezone on Minor Road.
- 23
- 24 One Citizen commented from audience.
- 25
- 26 Commissioner Hight closed the Public Hearing.
- 27
- 28 Commissioner Watson made the motion to recommend the Comprehensive Plan Change and the rezone to council
- 29 for approval, seconded by Commissioner Stephenson. Motion passed all voting yes.
- 30
- 31 Mr. Murray summarized the updates to the Unified Development Code (Title 17 of the Kelso Municipal Code).
- 32 Brad Kilby from HHPR reviewed the legal amendments to the Unified Development Code and answered
- 33 questions from the Planning Commission. Mr. Murray provided a summary of the edits to the Unified
- 34 Development Code and answered questions from the Planning Commission.
- 35
- 36 **Public Hearing:**

37 Commissioner Hight opened the Public Hearing
38
39 Commissioner Hight then closed the public hearing.
40
41 Commission discussion.
42
43 Commissioner Watson made the motion to recommend the approval of the Kelso Unified Development Code
44 Update including amendments to council for approval, seconded by Commissioner Stephenson. Motion passed
45 all voting yes.
46
47
48 **Adjournment:**
49 **There being no further business, Commissioner Hight adjourned the meeting at 6:59 PM.**
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51
52
53 _____
54 Ann Hight, Planning Commission Chair
55
56
57 _____
58 Respectfully submitted: Sherri Booth, Library Assistant III