



# Community Development Department

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



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## Kelso Planning Commission

### Meeting Minutes

Tuesday, June 11, 2024

6:00 pm

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

**Commissioners Absent:** Tim Watson

**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.

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4 **Approve Minutes:**

5 Upon motion by Commissioner McCaine, seconded by Commissioner Stephenson. 'Approve the minutes of the  
6 February 13, 2024, Regular Meeting'. Motion passed, all voting yes.

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8 **Citizen Business:**

9 None

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11 **Commission Business:**

12 Mike Murray, Building & Planning Services Manager review the proposed changes in the Kelso Municipal Code,  
13 Title 17 Unified Development Code to adopt the current Building Codes as adopted by the state, to  
14 remove references to codes that are adopted by reference in other codes or have been incorporated into  
15 other codes, to remove codes which are outdated and no longer in use, to remove outdated sections and  
16 to update code references where needed. .

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18 **Public Hearing:**

19 Commissioner Hight opened the Public Hearing.

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21 She then asked for a motion from the commission on the municipal code changes. Commissioner McCaine moved  
22 that the Planning Commission recommend to City Council to adopt the proposed changes to the Kelso Municipal  
23 Code, Title 17 Unified Development Code to adopt the current Building Codes as adopted by the state, to  
24 remove references to codes that are adopted by reference in other codes or have been incorporated into  
25 other codes, to remove codes which are outdated and no longer in use, to remove outdated sections and  
26 to update code references. Commissioner Stephenson seconded the motion. Motion passed, all voting  
27 yes.

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29 Commissioner Hight then closed the public hearing.

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31 **Adjournment:**

32 **There being no further business, Commissioner Hight adjourned the meeting at 6:11 PM.**

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36 Ann Hight, Planning Commission Chair  
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40 Respectfully submitted: Amber Jacobs, Planning Assistant