



Community Development Department

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



Kelso Planning Commission Meeting Minutes Tuesday, October 8, 2019 6:00 pm

Commissioners Present: Gary Schimmel, Ann Hight, Daniel Graves, Barbara Stephenson, Star Garcia
Commissioners Absent: None

Staff Present: Tammy Baraconi, Planning Manager
Amber Jacobs, Department Assistant.
Michael Kardas, Community Development Director

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

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

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5 **Approve Minutes:**

6 Upon motion by Commissioner Hight, seconded by Commissioner Garcia. 'Approve the minutes of the
7 September 10, 2019, Regular Meeting'. Motion passed, all voting yes.

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10 **Citizen Business:**

11 None

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14 **Commission Business:**

15 Planning Manager Baraconi announced that she has accepted a position with City of Chehalis and will be leaving
16 her position on October 11, 2019 with the City of Kelso.

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18 The next steps for the Unified Development Code (UDC) revisions will be that if approved by the planning
19 commissioners next month, staff will hold a public hearing in December after which it will go to City Council for
20 final approval in January and February. Mr. Kardas will be attending the Planning Commission meetings until
21 there is a replacement. Janean Parker will be attending in November and December to make sure that the
22 Conditional Use Permit and Code Enforcement language is where it needs to be before the UDC goes to the
23 Hearing Examiner.

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25 Planning Commissioners are to review UDC again this month to ensure the comments and changes requested are
26 reflected. Formatting is still not correct. The Critical Areas Ordinance and Subdivisions, Building Code are not
27 included because there are no changes to those sections.

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29 Mr. Kardas would like a two-person review subcommittee to review Planning Manager candidates. Commissioner
30 Hight and Commissioner Graves volunteered to participate. The commissioners will decide during the review
31 process which of the two of them will participate in the interview process.

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33 **Public Workshop:**

34 None

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36 **Adjournment:**

37 **There being no further business, Commissioner Schimmel adjourned the meeting at 6:13 PM.**

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Gary Schimmel, Planning Commission Chair

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Respectfully submitted, Amber Jacobs, Department Assistant