

**CITY OF KALAMA  
PLANNING COMMISSION  
NOVEMBER 14, 2019**

**OPENING**

Chairperson Harbison opened the meeting at 6:00 p.m. Commissioners present were Susan Langham, Craig Frkovich, Joy Greenberg and Lynn Hughes. Commissioner Phil Fortuna and Dan Ohall were absent. Staff was City Planner John Floyd, Secretary Susan Junnikkala and City Administer Adam Smee. Members of the audience are listed on the sign-in sheet.

**MINUTES**

Chairperson Harbison asked if the Commission if they have reviewed the minutes of October 10, 2019. Commissioner Hughes made a motion to approve the minutes as presented. Commissioner Langham seconded the motion with all in favor.

**PUBLIC HEARINGS – None**

**NEW BUSINESS – Land Use Process Code Amendment Project**

Chairperson Harbison thanked Planner Floyd for doing such a nice job. At the July 11, 2019 meeting, the Planning Commission discussed the need for implementing a Site Plan Review process and reviewed sample code sections from area communities. At the August 8, 2019 meeting, the Planning Commission discussed the Code Audit performed as part of this process and provided direction to staff, endorsing the recommended edits and deferring the optional edits identified by staff.

At the September 12, 2019 meeting the Commission reviewed the section of "Discussion Items for the Planning Commission". The Commission decided to remove the following that will not require a preapplication meeting and they are:

Home swimming pools.

Sport Courts.

Remove "Major and Minor" change it to Type 1 and Type 2.

Commissioner Fortuna would like to see the code a little clearer because there will be applicants that would be a little confused and maybe overwhelmed by it. He also suggested that maybe have each of the Commissioners review the sections that are left and if they have questions, they can address them to John before the meeting. Also, it would be nice to have a "Purpose Section" at the beginning of the code.

At the October 10, 2019 meeting the Commissioners covered all of the new section and they would like to see at the November 14, 2014 meeting that Planner Floyd come back with a clean copy of all their suggestion. The Commission would like the City Engineer

Mike Johnson of Gray & Osborne to review the proposed new code and see if he has any suggestions.

The Commission discussed the comments that Chairperson Fortuna sent via email since he was out of state. Chairperson Fortuna did not have any major changes.

The Commission discussed the suggested changes from City Engineer Mike Johnson of Gray & Osborne and most of his comments covered impervious surface areas changing the square feet from six thousand square feet to five thousand square feet.

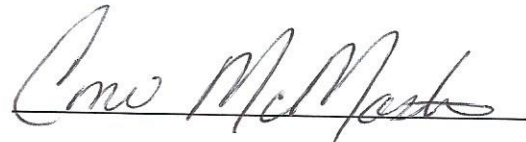
The Commission decided to not hold a December meeting and at the January 9, 2020 meeting they will hold a public hearing.

**UNFINISHED BUSINESS – None**

**STAFF REPORTS – None.**

**ADJOURNMENT**

Chairperson Harbison adjourned the meeting at approximately 7:00 p.m. These minutes are not verbatim. They are a general overview of what took place. An audio tape or video may be made available for listening upon request at City Hall during normal business hours.

A handwritten signature in cursive script, appearing to read "Eric McMaster", written over a horizontal line.