

**CITY OF KALAMA
PLANNING COMMISSION
OCTOBER 10, 2019**

OPENING

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

MINUTES

Chairperson Fortuna asked if the Commission if they have reviewed the minutes of August 8, 2019. Commissioner Harbison made a motion to approve the minutes as presented. Commissioner Hughes seconded the motion with all in favor.

Commissioner Langham made a motion to with one correction under "Discussion Items for the Planning Commission" item 2, the Commission decided to have the classification as "Type I and Type II. Commissioner Hughes made a motion to approve the minutes with the minor change. The motion passed with all in favor.

PUBLIC HEARINGS – None

NEW BUSINESS – Land Use Process Code Amendment Project

Chairperson Fortuna thanked Planner Floyd for doing such a nice job. Also, Chairperson Fortuna asked Planner Floyd to give a presentation about the proposed code amendment. 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.

Commissioner Frkovich suggested that on page 3, 17.xxx.030, A, remove the wording "unless waived by the City Administrator". Also, on page 6, 17.xx.070. The Commission was in favor to remove the wording.

Commissioner Harbison suggested moving section 17.xx.070 to before section 17.xx.050. Administrator Smee suggested expanding section 17.xxx.050 and be more specific.

The Commission would like for Planner Floyd to come back to the next meeting with updated section for them to review.

UNFINISHED BUSINESS – None

STAFF REPORTS – None.

ADJOURNMENT

Chairperson Fortuna adjourned the meeting at approximately 8:15 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.


