

**CITY OF KALAMA
PLANNING COMMISSION
FEBRUARY 13, 2020**

OPENING

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

MINUTES

Chairperson Fortuna asked if the Commission have reviewed the minutes of January 9, 2020. Commissioner Hughes made a motion to approve the minutes as presented. Commissioner Langham seconded the motion and it passed with all in favor.

PUBLIC HEARINGS – None

NEW BUSINESS – Future Zoning Code Amendments

Chairperson Fortuna asked Planner Floyd to give a brief overview on what the Commission will be discussing next. Planner Floyd explained that the City Council has requested the Planning Commission turn their focus to a second package of amendments to the Kalama Municipal Code. Recommended areas of investigation are listed below, and staff will be providing an overview of each issue at the February 13th meeting.

- Taking a broad look at public noticing requirements, including methods and standards.
- Removing potential ambiguities in the definition of setbacks as identified by the Hearings Examiner in a recent variance application.
- The appeal process outlined under KMC 2.34.150 (Appeal from the Examiners Decision) directs appeals to Cowlitz County Superior Court, which some may perceive to be in conflict with KMC 17.12.050 (Appeals) where applicants can appeal to the City Council.
- Clarification from the Planning Commission regarding the Hearing Examiner's role vs. City Council's role related to KMC 15.02.180 (Reasonable Use Exception), 15.02.190 (Appeals), and 2.34.090(A)(4) - (Variances to Critical Areas Ordinance).
- Review code language and sample documents found in the Development Guidelines and Public Works Standards (DGPWS) November 2013, for Latecomer Agreement for infrastructure.
- Potential elimination of the detached sidewalk standard due to ongoing maintenance issues.

After some discussion the Commission has decided to start the review process on public


notice requirements.

UNFINISHED BUSINESS – None

STAFF REPORTS – None.

ADJOURNMENT

Chairperson Fortuna 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.


Susan Junnikkala, Secretary