



# CITY OF KALAMA PLANNING COMMISSION

**DATE:** April 12, 2012

**TIME:** 7:00 P.M.

**OPENING:** Call to Order

**MINUTES:**

1. March 8, 2012

**PUBLIC HEARING:**

1. None

**UNFINISHED BUSINESS:**

1. Establish Incentives for the Central Business District - Continued

**NEW BUSINESS:**

**STAFF REPORTS:**

- 1.

**ADJOURNMENT**

**UPCOMING MEETINGS**  
Next Meeting will be on May 10, 2012

# CITY OF KALAMA

# SIGN - IN SHEET

MEETING Planning Commission Meeting

DATE April 12, 2012

NAME ADDRESS PHONE # PHONE # Do you wish to speak? On What SUBJECT

NAME	ADDRESS	PHONE #	PHONE #	Do you wish to speak?	On What SUBJECT
BEN PURVIS	KLTV				
Jim Dickey	KALAMA				
JIM BAW	✓			NO	

Please sign in for the record. Signing in does not mean you must speak but to address the Commission you must sign in for the record. When recognized please state your name and address. Your comment could be subject to a time limit at the discretion of the Chairperson. Please speak clearly enough for the tape to pick up your voice or step closer to the Commission Desk. Thank you.

**CITY OF KALAMA  
PLANNING COMMISSION  
APRIL 12, 2012**

**OPENING**

Chairperson Kim Sullivan opened the meeting at 7:00 p.m. Commissioners present were Jeremy Somogye, Don Mathison, Kevin Wade, and Phil Fortuna. Commissioners Mike Schreiber and Jim Hendrickson were absent. Staff present was Secretary Susan Junnikkala and City Planner Matt Hermen. Members of the audience are listed on the sign-in sheet.

**MINUTES**

Chairperson Sullivan asked the Commission if they have reviewed the minutes of March 8, 2012. Commissioner Mathison made a *motion* to approve the minutes as written. Commissioner Fortuna seconded the motion and the *motion passed* with all in favor.

**PUBLIC HEARINGS**

None

**UNFINISHED BUSINESS**

1. Establish Incentives for the Central Business District - Continued.

Chairperson Sullivan asked Commissioner Fortuna to give an overview of the information that he has gathered concerning incentive programs for improving the facades of building in the central business district.

Commissioner Fortuna informed the Commission that the examples he has gathered are drawn from across the US and all come from towns/cities with less than 75,000 populations. Some of the examples are lengthy but in many cases communities have combined multiple programs on one application or have padded the description with detailed design specs. The three cities that information was obtained from were Harlington Texas, Danville California, and Bedford Pennsylvania. The information from Harlington is a seven-page example with 4 different downtown incentive programs and it has a simple two page application and easy for one to understand. The one from Danville is another seven page example details 3 different business incentive programs and includes a straightforward two page application. Bedford is one of the smallest towns but has the biggest package. The actual text devoted to the façade improvement program is pretty simple.

Commissioner Fortuna also stated that he has had a couple of conversation with the City manager of Harlingen and she has given him some other ideas on how to gather funding.

Chairperson Sullivan thanked Commissioner Fortuna for gathering the

information.

Jim Bain of 308 N 2<sup>nd</sup> Street. Mr. Bain stated the Envision Kalama is excited about the possibility of a business façade program.

Planner Hermen stated that he is going to research and see if there are certain Washington laws on public improvements for the next meeting.

Jim Dickey of 448 South Second Place. Mr. Dickey asked if the local businesses have been informed about what the Planning Commission is currently doing and if they are interested. Mr. Dickey was informed that the Commission is currently gathering information on incentives and even if it is possible.

Chairperson Sullivan asked the Commission on the direction they would like to take from here. The consensus of the Commission is to come back with information on

1. Public Improvement
2. Main Street program
3. Research state law

## **NEW BUSINESS**

### **1. Meeting Cancellation**

Planner Hermen informed the Commission that he will not be able to attend the September meeting because he will be out of town. He suggested that they have a meeting in August and not hold one in September. The consensus of the Commission is not to hold a meeting in September.

## **ADJOURNMENT**

Chairperson Sullivan adjourned the meeting at approximately 8:00 p.m. These minutes are not verbatim. They are a general overview of what took place. An audio tape may be made available for listening upon request at City Hall during normal business hours. A video can also be obtained upon request at City Hall during normal business hours.



Susan Junnikkala, Secretary