



# City of Kalama Planning Commission Meeting

## WORKSHOP AT 6:00 P.M.

DATE: January 10, 2013

TIME: 7:00 p.m.

OPENING: Call to Order

MINUTES:

1. December 13, 2012

PUBLIC HEARING:

1. None

PRESENTATION:

1. Mark Wilson – Port of Kalama

UNFINISHED BUSINESS:

1. East Port Annexation – Code Development

NEW BUSINESS:

1. Elect new Chairperson and Vice Chairperson

STAFF REPORTS:

1. None

ADJOURNMENT

Upcoming meetings  
February 14, 2013

# CITY OF KALAMA

# SIGN - IN SHEET

MEETING Planning Commission Workshop

DATE January 10, 2013

Do you wish  
to speak? On What SUBJECT

NAME	ADDRESS	PHONE #	Do you wish to speak?	On What SUBJECT
BEN PURVIS	KLTV			
Jim Dickey	KALAMA			
DAW OHAU	11	673-6367		NO
Mark Wilson	Port			

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  
JANUARY 10, 2013**

**OPENING**

Chairperson Kim Sullivan opened the meeting at 7:20 p.m. Commissioners present were Kevin Wade, Jeremy Somogye, Don Mathison, Jim Hendrickson and Phil Fortuna. Commissioner Mike Schreiber was absent. Staff present were Secretary Susan Junnikkala, City Planner Matt Hermen, Public Works Kelly Rasmussen, City Administrator Adam Smee and Todd Johnson of Group Mackenzie. Members of the audience are listed on the sign-in sheet.

**MINUTES**

Chairperson Kim Sullivan asked the Commission if they have reviewed the minutes of December 13, 2012. Commissioner Mathison made a *motion* to approve the minutes as written. Commissioner Wade seconded the motion and the *motion passed*.

**PUBLIC HEARINGS**

1. None

**PRESENTATION**

1. None

**UNFINISHED BUSINESS**

1. **East Port Annexation Code Proposal**

Chairperson Sullivan asked if Mark Wilson would present his presentation. Mr. Wilson informed the Commission that with the help from Planner Hermen, Todd Johnson, and Adam Smee they are hoping to be able to stream line the process for the new code proposal. Mr. Johnson also informed the Commission that they would like to have meetings start at 6:00 p.m. to review the code changes and receive recommendation from the Commission and then have a workshop setting the last half for discussion.

The Commission was given an outline of discussion topics for the upcoming meeting and they are:

## General topics

Densities, height, and lot coverage  
Parking and loading  
Lighting and landscaping  
Building character and massing  
Comprehensive review of mixed use zoning code and related comprehensive plan amendments  
Master planning procedural code overview, submittal requirements and phasing  
Approval criteria and relationship to other code sections and timelines for approval and expiration of approval  
Comprehensive review of master planning procedural code and related comprehensive plan policies

Other areas that were discussed where categories of uses, types of uses and buffering and screening options.

## NEW BUSINESS

1. None

## STAFF REPORTS

1. None Presented

## ADJOURNMENT

Chairperson Kim Sullivan adjourned the meeting at approximately 9:00 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