



# Community Development Department

203 S. Pacific Avenue, PO Box 819 Kelso, WA 98626



**Kelso Planning Commission  
Meeting Minutes  
Tuesday, February 13, 2024  
6:00 pm**

**Commissioners Present:** Tim Watson, Barbara Stephenson, Ann Hight  
**Commissioners Absent:** Richard McCaine, Daniel Graves

**Staff Present:** Mike Murray, Building & Planning Services Manager  
Amber Jacobs, Planning Assistant

**Community Present:** None

1 **Call to Order: 6:00 PM**

2 Chair Ann Hight called the meeting to order and roll call was taken.

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4 **Approve Minutes:**

5 Upon motion by Commissioner Stephenson, seconded by Commissioner Watson. ‘Approve the minutes of the  
6 December 13, 2022, Regular Meeting’. Motion passed, all voting yes.

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8 **Citizen Business:**

9 None

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11 **Commission Business:**

12 Commissioner Stephenson asked questions regarding the code amendments specifically if there were changes to  
13 the build-back rule and converting from one use to another and then back to the original use. Mike Murray,  
14 Building & Planning Services Manager, explained that changes to the build-back rule would be considered for  
15 residential structures in a commercial zone in the code amendments but not for changing from one use to another  
16 and then back to the original use due to building code restrictions.

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18 **Adjournment:**

19 **There being no further business, Commissioner Hight adjourned the meeting at 6:13 PM.**

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21 **Workshop:**

22 Mike Murray outlined the proposed changes to the Kelso Municipal Code.

23 The Commission agreed to review and provide feedback.

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25 **Adjournment:**

26 Workshop adjourned at 7:18 PM.

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Ann Hight, Planning Commission Chair

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Respectfully submitted: Amber Jacobs, Planning Assistant