



**Kelso Planning Commission**  
**Agenda**  
**Regular Meeting at 6:00p.m.**  
**Tuesday, July 14, 2015**  
**City Hall Council Chambers, 203 S. Pacific Ave.**

Agenda	Approved/ Denied	Remarks
<b>Call to Order:</b>  1. Roll Call.		
<b>Approve Minutes:</b>  1. June 9, 2015 Regular meeting minutes.		
<b>Presentation:</b>		
<b>Public Hearing:</b>		
<b>Citizen Business:</b>		
<b>Commission Business:</b>  1. Planning Consultant from G.R. Dohrn & Associates review and discussion of zoning map revisions and permitted uses table. Attachments: a. G.R. Dohrn and Associates Memo 07-06-2015 b. Draft Zoning District Descriptions 07-02-2015 c. Draft Table of Permitted Uses d. Revised Official Zoning Map e. Adopted Official Zoning Map f. Adopted Future Land Use Map		
<b>Action/Motion Items:</b>		
<b>Adjournment:</b>  1. Discuss proposed special meeting July 28, 2015. 2. Discuss cancellation of next regularly scheduled meeting August 11, 2015.		

City of Kelso Community Development Department (360) 423-9922.  
The agenda can be found on the Kelso website at <http://www.kelso.gov/planning-commission/agendas>.



## Kelso Planning Commission Meeting Minutes Tuesday, June 9, 2015 6:00 pm – 7:00 pm

**Commissioners Present:** Rick VonRock, Clark Hislop, Daniel Graves, James Webb, Charles Hendrickson.

**Staff Present:** Amy Mullerleile, Recording Secretary.

**Call to Order:**

Chair Rick VonRock called the meeting to order at 6:00 pm.

**Minutes:**

Commissioner Graves made the motion, seconded by Commissioner Webb to approve the minutes of May 12, 2015. Motion carried, all in favor.

**Action/Motion Item:** Recommendation to council of proposed update to the Kelso Shoreline Master Program. The city is required to adopt a Shoreline Master Program in accordance with authority granted by the Shoreline Management Act of 1971 (Revised Code of Washington RCW 90.58) and Chapter 173-26 of the Washington Administrative Code.

The City's planning consultant, Gregg Dohrn, provided a brief overview of the regulations and process for update the City's Shoreline Master Program. There was discussion regarding the public comments that were received from Consolidating Diking Districts 1 & 3 as well as comments from the Washington State Department of Transportation (WSDOT) in response to the Program and the City's efforts to address them. There was also discussion of the contents and potential impacts of House Bill 1850.

**MOTION:** Commissioner Webb made the motion, seconded by Commissioner Graves to make a recommendation to the City Council to adopt the proposed update to the Kelso Shoreline Master Program. Motion carried, all in favor.

**Presentation:**

Gregg Dohrn introduced the presentation by explaining the purpose of zoning districts, briefly describing Kelso's twelve zoning districts and three overlay zones. He also explained the provisions from the Comprehensive Plan that encourages the reexamination and consolidation of the districts in order to simplify regulations, streamline the permitting process, and facilitate development.

After the introduction, the discussion turned to consolidating the three single-family residential zones. The first option would leave the SFR-5 and merge SFR-10 and SFR-15 into SFR-10. Another potential option discussed was merging all of the districts in a single SFR-5 zone. There was discussion regarding the impacts of this change on the delivery of public services, the environment, and amount of land suitable for development. The Commission reached a consensus to pursue merging SFR-10 and SFR-15 into and single SFR-10 zone and leaving SFR-5 as is. Commissioner Webb asked for additional information and on the impacts; Mr. Dohrn said that staff would prepare a map reflecting the changes and more discussion would take place at the July meeting.

Next, Mr. Dohrn reviewed the existing five commercial zones and presented the option of consolidating them down into three. The Major Retail and Specialty Retail zones would become a regional commercial zone, the Town Center and West Kelso zones would become one general commercial zone, and Neighborhood Commercial would remain unchanged; special standards could be developed for West Kelso and the downtown using overlays zones. There was discussion regarding current uses, overlay zones, as well as the impacts and differences between the newly proposed zones. The Commission reached a consensus to pursue consolidating the commercial zoning districts from five to three zones. Maps reflecting these changes will be

prepared for the July 14 meeting as well as a table of permitted uses for further discussion and deliberation. Commissioners felt no changes were needed to the current industrial zones.

**Other Business:**

Mr. Dohrn informed the Commission that he had a scheduling conflict on August 11 and would not be able to attend the regularly scheduled meeting. He proposed having two meetings in July and canceling the August meeting. Commissioners tentatively confirmed that a second meeting on July 28 would work; further discussion about this is scheduled for the July 14 meeting.

**Adjournment:**

There being no further business, Commissioner Webb made the motion, seconded by Commissioner Graves to adjourn at 7:00 pm.

---

Rick VonRock, Planning Commission Chair

---

Respectfully submitted: Amy Mullerleile, Recording Secretary

# G. R. Dohrn and Associates

## Memorandum

---

**Date:** July 6, 2015  
**To:** Kelso Planning Commission  
**From:** Gregg Dohrn/Amy Mullerleile/Stephanie Helem  
**Subject:** July 14<sup>th</sup> and July 28<sup>th</sup> Planning Commission Meetings

In preparation for your July 14<sup>th</sup> and 28<sup>th</sup> meetings, attached you will find a copy of the approved Future Land Use Map from the Comprehensive Plan, the current Official Zoning Map, and drafts of the following updated documents for your review:

1. An updated description of the consolidated zoning districts; and
2. A revised Table of Permitted Uses that is based on the current Kelso Municipal Code, but has been modified to comply with recent changes to state law, as well as, to draw upon the experience of other communities such as Longview, Battle Ground, and Spokane Valley; and
3. A revised Official Zoning Map that features the integration of the RSF-15 zoning district into the RSF-10 zoning district, and the integration of the Town Center zoning district and the West Kelso zoning district into a General Commercial zone.

As you read over the documents and maps, please do not hesitate to highlight questions that you may have or items that you would like to discuss in more detail, in addition to your thoughts on the following questions:

1. Do the descriptions of the zoning districts appropriately highlight the key features of each zone?
2. Is the Table of Permitted Uses clear and user friendly?
3. Are the uses permitted in each zone appropriate? Are there any potential changes or revisions that you would like to discuss?
4. Does the Revised Official Zoning Map appear to be consistent with the Future Land Use Map? Are there any potential revisions to either map that you would like to discuss?

If you have any questions prior to our meetings, please don't hesitate to let us know, otherwise we will see you on the 14<sup>th</sup> and 28<sup>th</sup>!!

**City of Kelso, Washington**  
**Updated Development Regulations**  
**Draft Zoning District Descriptions**  
**July 2, 2015**

The following is an updated description of the Zoning Districts in the City of Kelso based on the recent revisions to the Comprehensive Plan.

**Residential Single-Family 5 Zone.**

The purpose of the Residential Single-Family 5 (RSF-5) zone is to maintain neighborhoods where existing development patterns and the availability of infrastructure support smaller lots and higher density single family residential development.

**Residential Single-Family 10 Zone.**

The purpose of the Residential Single-Family 10 (RSF-10) zone is to promote the establishment of neighborhoods where existing development patterns, topography, or the limited availability of infrastructure warrant larger lots and lower densities of single family residential development.

**Residential Multi-Family Zone.**

The purpose of the Residential Multi-Family (RMF) zone is to provide areas for the highest density of residential development and to support mixed use development.

**General Commercial Zone.**

The purpose of the General Commercial zone (GC) is to support business activities and mixed use developments designed primarily to serve the local community.

**Neighborhood Services Zone.**

The purpose of the Neighborhood Services (NS) zone is to provide neighborhood-scale commercial and service activities which are compatible with the scale and character of the surrounding residential neighborhood.

**Regional Commercial Zone.**

The purpose of the Regional Commercial (RC) zone is to accommodate larger-scale commercial retail stores, shopping centers, and freeway oriented commercial uses that are designed to serve the commercial needs of the city, the surrounding region, and travelers.

**Light Industrial Zone.**

The purpose of the Light Industrial (LI) zone is to provide opportunities for industrial activities involving manufacturing, processing, assembling, repairing, servicing or storage of goods or products.

**General Industrial Zone.**

The purpose of the General Industrial (GI) zone is to provide opportunities for industrial activities that require larger sites, access to the Columbia River, and/or a master planned industrial park.

**Open Space Zone.**

The purpose of the Open Space (OPN) zone is to ensure that certain areas of the city are preserved for the most part in their undisturbed and/or natural state. Areas appropriate for the OPN zoning designation are properties not suitable for development. These areas may include, but are not limited to, forested areas; wetlands and associated buffers; creek, stream or river corridors; open water bodies; ravines; bluffs; landslide hazards and/or other geological hazardous areas; environmentally sensitive area tracts; levees; dedicated open space; and public parks and conservation areas.

Categories/Uses	Residential Districts			Non-Residential Districts						Special Conditions
	RSF-5	RSF-10	RMF	NS	GC	RC	LI	GI	Open	
<b>Amusement and Recreation</b>										
Athletic club/exercise facility/gym					P	P	P			
Boat launch	CUP	CUP	CUP			CUP	CUP	CUP	CUP	
Bowling					P	P				
Community center				P	P (5)	P	P		CUP	
Cultural facility					P	P				
Public park	P	P	P	P	P	P	P		P	
Participant/spectator sports				P (7)	P	P	P		P	
RV park/campground						P		P	CUP	
Skating					P	P				
Theater					P	P				
<b>Community Services</b>										
Art gallery					P	P	P			
Auditorium/meeting hall					P (5)	P	P			
Church/religious institution	P	P	P	P (7)	P (5)	P	P			Define to include accessory buildings
Daycare - adult					P (5)					
Daycare - children (12 or fewer)					P (5)					
Daycare - children (13 or more)										
Emergency Shelter					CUP					
Halfway house					P (5)					
Health care facility				P (7)	P	P	P			
Hospital						P	P			
Museum					P	P	P			
Secure community transition facility										Check definition and state law
Social/fraternal organization					P	P	P			
Urban rest stop					CUP					

Categories/Uses	Residential Districts			Non-Residential Districts						Special Conditions	
	RSF-5	RSF-10	RMF	NS	GC	RC	LI	GI	Open		
<i>What about?</i>											
<i>Community treatment facility (8 or more)</i>											
<i>Crisis residential center (6 or fewer)</i>											
<i>Halfway house (8 or fewer)</i>											
<i>Halfway house (9 to 20)</i>											
<b>Government Facilities</b>											
Detention facility						CUP	CUP	CUP			
Essential public facility											Required in partially planning community?
Maintenance/public works facility						CUP	CUP	CUP			
Federal/state/local government office/facility						P	P	P			
Post office						CUP	CUP	CUP			
Prison/correctional facility						CUP	CUP	CUP			
<b>Housing</b>											
Accessory dwelling unit	P	P									See WCIA letter
Adult family home	P	P	P								
Caretaker residence						P	P	P	P	P	
Child care-in home (5 or less)	P	P	P								Check state definitions
Child care-in home (6 or more)	P	P	P								Check state definitions
Community garden	P	P	P								
Community residential facility (6 or fewer)											
Community residential facility (7 or more)											
Duplex	(2)	(3)	P								

Categories/Uses	Residential Districts			Non-Residential Districts						Special Conditions
	RSF-5	RSF-10	RMF	NS	GC	RC	LI	GI	Open	
Home business	P	P	P							Is there a distinction between major/minor?
Livestock		P								
Mobile home										Review state law
Mobile home park										
Multi-family (3+ units)			P			CUP				
Single-family residence	P	P	(1)	(1)	(1)	(1)				
Temporary housing	S								S	
Transitional housing - large					P (5)					
Transitional housing - small					P (5)					
<i>What about?</i>										
<i>Congregate living facility</i>										
<i>Cottage housing</i>										
<i>Homeless encampments</i>										See WCIA letter
<i>Specialty housing</i>										Liberty Lake
<i>Zero lot line residences</i>										Liberty Lake
<i>Transitional housing</i>										See Kelso definitions
<b>Manufacturing</b>										
Agricultural processing							P			
Aquaculture							P			
Brewery/distillery/winery -large scale							P			
Commercial indoor storage							P			
Commercial laundry							P			
Commercial moving/freight terminals							P			
Computer/electronic equipment							P			
Construction /landscaping equipment/supplies							P			
Contractors yard							P			

Categories/Uses	Residential Districts			Non-Residential Districts						Special Conditions
	RSF-5	RSF-10	RMF	NS	GC	RC	LI	GI	Open	
Dredge spoils storage							CUP	CUP		
Fabrication/assembly/packaging							P			
Food products							P			
Furniture and fixtures							P			
Hazardous materials							P	P		
Junk or salvage yard							P			
Laboratory for scientific research							P			
Manufactured home sales							P			
Marijuana - state licensed processing							P			Check recent ordinance
Marijuana - state licensed production							P			Check recent ordinance
Master planned industrial facility							P	P		
Micro brewery/distillery/winery					P (5)(7)	P	P			
Mining								P		
Printing and publishing							P			
Recycling center							P			
Sale of items manufactured on site							P			
Vocational schools							P			
Water oriented commercial/industrial							P			
Wood products							P			
<b>Retail trades and services</b>										
Adult entertainment/retail										See ordinance
Antique store					P	P	P			
Bed and breakfast inn	P	P	P	P	P	P	P			
Brewpub				P	P	P	P			
Building supplies/hardware/home repair						P	P			
Cart vendor				P	P	P	P			
Cemetery/mausoleum	P	P	P						P	
Convenience store				P	P	P	P			
Craft/hobby store					P	P	P			

Categories/Uses	Residential Districts			Non-Residential Districts						Special Conditions
	RSF-5	RSF-10	RMF	NS	GC	RC	LI	GI	Open	
Dry cleaners/self service laundry				P	P	P				
Entertainment					P (7)	P	P			
Farmer's market				P (17)	P (17)	P (17)	P (17)			
Fast food restaurant					P (7)	P	P			
Financial institution					P	P	P			
Fitness center				P	P	P	P			
Funeral home/mortuary					P (5)(7)	P	P			
Hotel/ motel					P (7)	P				
Kennels							P			
Marijuana - state licensed sales							P			Only permitted in sexually oriented business overlay zone.
Mixed-use commercial/residential			P	P	P (7)	P	P			Residential uses must be located above the ground floor.
Personal services				P	P (5)(7)	P	P			
Pet shop				P	P	P	P			
Professional offices					P (7)	P	P			
Restaurants				P	P (7)	P	P			
Retail sales/services				P (7)	P (5)(7)	P	P			Insert conditions regarding outdoor sales
Roadside stand	?	?	?	S	S	S	S			
Secondhand/consignment store				P (7)	P (7)	P	P			
Self service storage facility			P		P	P	P			
Sexually oriented business										Only permitted in sexually oriented business overlay zone.
Small engine repair				?	P	P	P			
Tavern/pub					P (7)	P	P			
Temporary construction/sales office	S	S	S	S	S	S	S	S	S	
Temporary use	S	S	S	S	S	S	S	S		
Veterinarian clinic				P (7)	?	P	P			
Warehouse							P			
Wholesale business						P	P			

Categories/Uses	Residential Districts			Non-Residential Districts						Special Conditions	
	RSF-5	RSF-10	RMF	NS	GC	RC	LI	GI	Open		
<i>What about?</i>											
<i>Sidewalk sales?</i>											
<i>Outdoor dining?</i>											
<i>Garage/yard sales?</i>											
<i>Large scale retail sales?</i>											
<i>Temporary seasonal sales</i>											
<i>Retail mall</i>											
<b>Transportation</b>											
Marine shipping facility							P	P			
Park and ride lot							P	P			
Parking facility - covered						P	P	P			
Parking facility - outdoor (primary use)						P	P	P			
Transit facilities						P	P	P			
Transit stop	P	P	P	P	P	P	P	P			
Rail service/repair								P			
<b>Utilities</b>											
Communication antennas, category 1											See Kenyon Sullivan memo
Communication antennas, category 2											See Kenyon Sullivan memo
Communication antennas, category 3											See Kenyon Sullivan memo
Communication facility							P	P	P		
Communication towers and monopoles											See Kenyon Sullivan memo
Public facility	P	P	P	P	P	P	P	P	P	CUP	
Public utility buildings						P	P	P			
<b>Vehicles, Vessels, and Airplanes</b>											

Categories/Uses	Residential Districts			Non-Residential Districts						Special Conditions	
	RSF-5	RSF-10	RMF	NS	GC	RC	LI	GI	Open		
Airport							P				
Automotive rental and leasing							P	P			
Automotive sales							P	P			
Automotive towing and storage							P	P			
Aviation sales/supplies/services/storage							P	P			
Boat sales, services and storage							P	P			
Commercial truck stop							P	P			
Commercial truck/ RV/trailer sales/services							P	P			
Vehicle maintenance/repair				P (13)	P	P	P				
Vehicle washing					P	P	P				
<i>Note: Mark defined terms with an asterisk.</i>											
<b>Footnotes:</b>											
(1) Only existing single family residences are permitted and are subject to the RSF-5 development standards.											
(2) Only existing duplexes are permitted.											
(3) Only one duplex allowed per legal parcel.											Why? Possibly delete?
(5) Not permitted on the ground floor on Pacific Avenue between Oak and Maple Streets?											Is this desirable?
(7) Building footprints up to 10,000 sq ft may be permitted provided that all outdoor storage shall be screened except for agricultural produce and landscaping retail sales.											

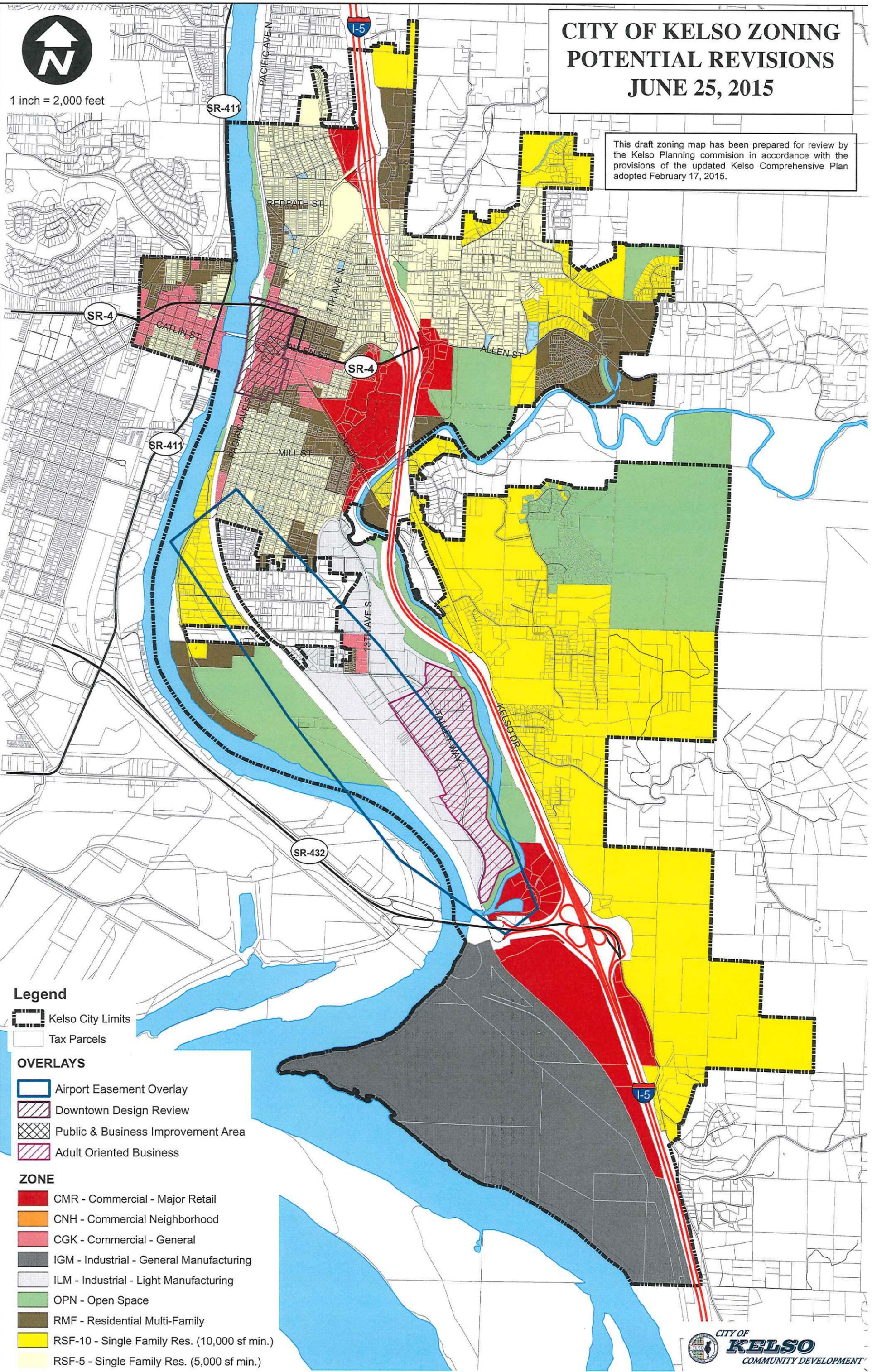
Categories/Uses	Residential Districts			Non-Residential Districts						Special Conditions
	RSF-5	RSF-10	RMF	NS	GC	RC	LI	GI	Open	
(13)	Limited to lubrication, oil change and tune-up. Vehicles remaining on site more than 72 hours must be screened in accordance with outdoor storage standards xxxxx.									
(17)	Temporary uses may be permitted up to 6 months through a <del>Special</del> Temporary Use Permit.									



1 inch = 2,000 feet

# CITY OF KELSO ZONING POTENTIAL REVISIONS JUNE 25, 2015

This draft zoning map has been prepared for review by the Kelso Planning commission in accordance with the provisions of the updated Kelso Comprehensive Plan adopted February 17, 2015.



### Legend

- Kelso City Limits
- Tax Parcels

### OVERLAYS

- Airport Easement Overlay
- Downtown Design Review
- Public & Business Improvement Area
- Adult Oriented Business

### ZONE

- CMR - Commercial - Major Retail
- CNH - Commercial Neighborhood
- CGK - Commercial - General
- IGM - Industrial - General Manufacturing
- ILM - Industrial - Light Manufacturing
- OPN - Open Space
- RMF - Residential Multi-Family
- RSF-10 - Single Family Res. (10,000 sf min.)
- RSF-5 - Single Family Res. (5,000 sf min.)

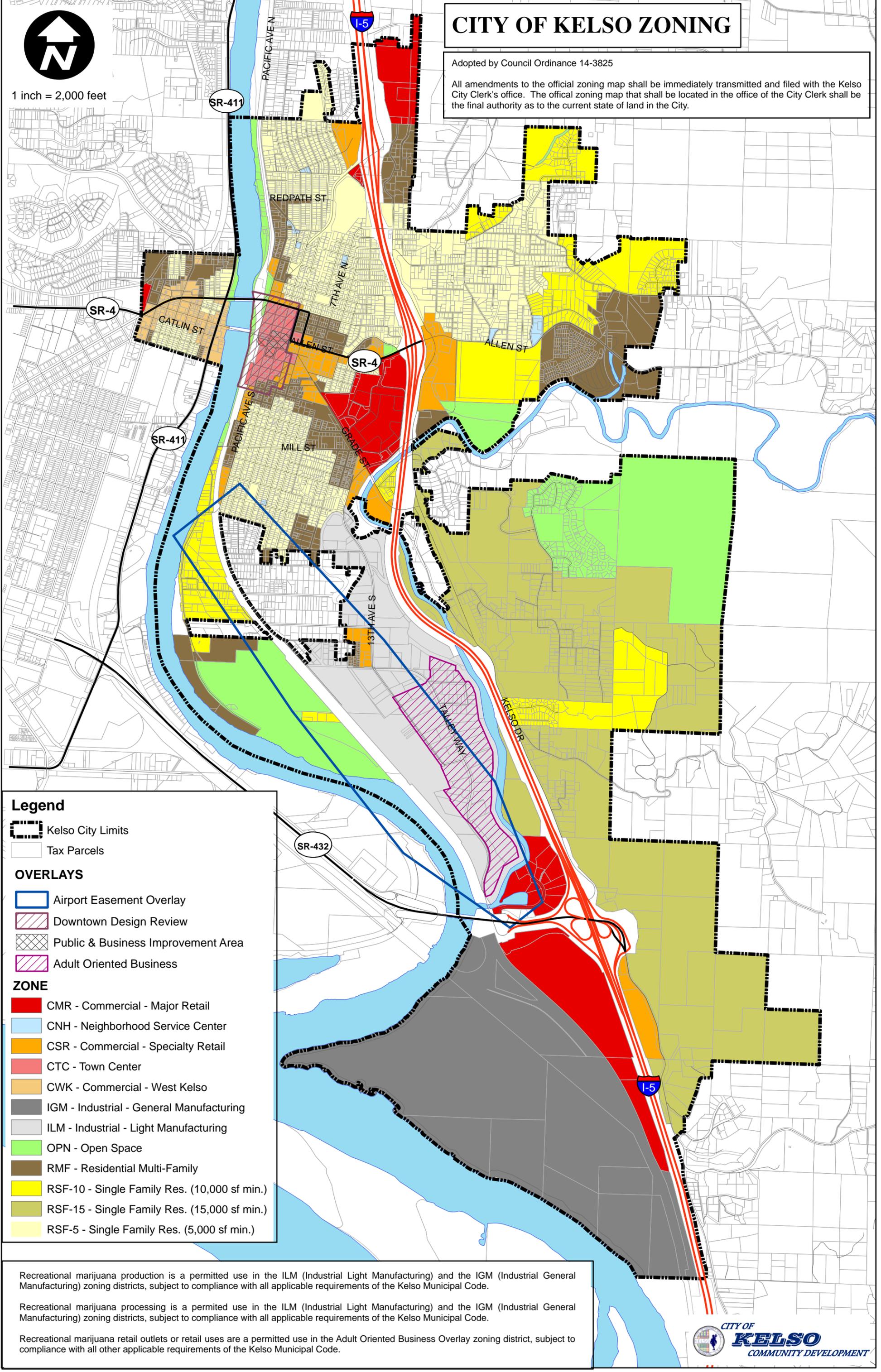


1 inch = 2,000 feet

# CITY OF KELSO ZONING

Adopted by Council Ordinance 14-3825

All amendments to the official zoning map shall be immediately transmitted and filed with the Kelso City Clerk's office. The official zoning map that shall be located in the office of the City Clerk shall be the final authority as to the current state of land in the City.



## Legend

Kelso City Limits

Tax Parcels

### OVERLAYS

Airport Easement Overlay

Downtown Design Review

Public & Business Improvement Area

Adult Oriented Business

### ZONE

CMR - Commercial - Major Retail

CNH - Neighborhood Service Center

CSR - Commercial - Specialty Retail

CTC - Town Center

CWK - Commercial - West Kelso

IGM - Industrial - General Manufacturing

ILM - Industrial - Light Manufacturing

OPN - Open Space

RMF - Residential Multi-Family

RSF-10 - Single Family Res. (10,000 sf min.)

RSF-15 - Single Family Res. (15,000 sf min.)

RSF-5 - Single Family Res. (5,000 sf min.)

Recreational marijuana production is a permitted use in the ILM (Industrial Light Manufacturing) and the IGM (Industrial General Manufacturing) zoning districts, subject to compliance with all applicable requirements of the Kelso Municipal Code.

Recreational marijuana processing is a permitted use in the ILM (Industrial Light Manufacturing) and the IGM (Industrial General Manufacturing) zoning districts, subject to compliance with all applicable requirements of the Kelso Municipal Code.

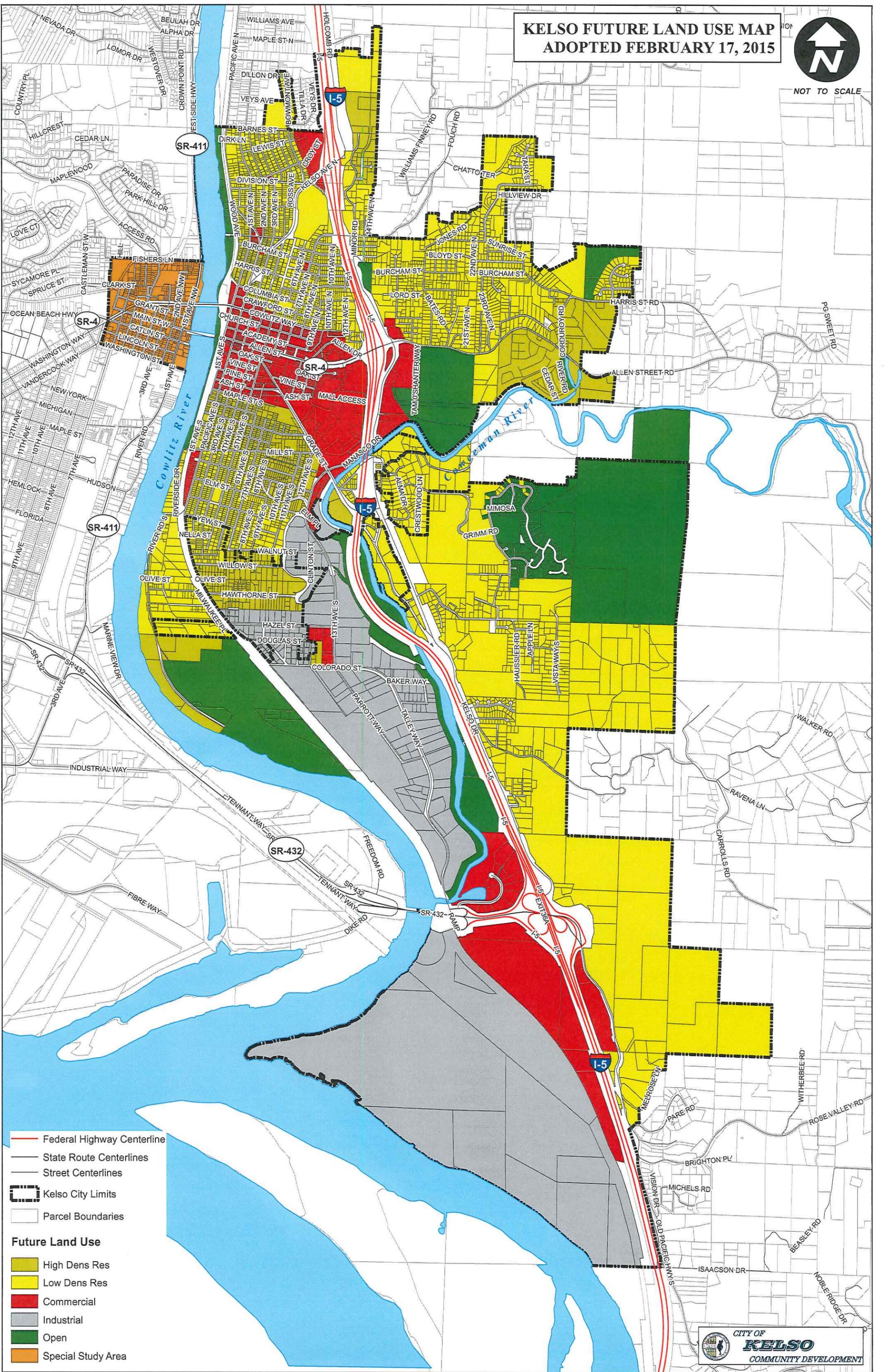
Recreational marijuana retail outlets or retail uses are a permitted use in the Adult Oriented Business Overlay zoning district, subject to compliance with all other applicable requirements of the Kelso Municipal Code.

# KELSO FUTURE LAND USE MAP

## ADOPTED FEBRUARY 17, 2015



NOT TO SCALE



- Federal Highway Centerline
  - State Route Centerlines
  - Street Centerlines
  - Kelso City Limits
  - Parcel Boundaries
- Future Land Use**
- High Dens Res
  - Low Dens Res
  - Commercial
  - Industrial
  - Open
  - Special Study Area