



Department of Building & Planning

207 Fourth Avenue North, Room 119
Kelso, WA 98626
TEL (360) 577-3052
FAX (360) 414-5550

www.co.cowlitz.wa.us/buildplan

Board of County Commissioners

Arne Mortensen	District 1
Dennis P. Weber	District 2
Richard R. Dahl	District 3

Meeting Agenda

November 16, 2023

Location: General Meeting Room

2:00 PM – 3:00 PM

- Call to Order
- Approval of Minutes
 - October 2023
- Commissioner Update
- Updates from:
 - Administration
 - Environmental Health
 - Public Works
 - Planning
 - Building
- Old Business
- New Business
- Citizen comments
- Adjourn

“The Cowlitz County Building & Planning Advisory Council is responsible for review of the Department’s work plan, stakeholder and customer input practices, service levels, process performance, implantation of new technology, and developing new regulatory guidelines and standards.”



Meeting Minutes for 10/19/2023

Call to Order: 2:01 PM

BPAC:

Name	Representing	Present
Traci Jackson	Building and Planning Department Director	true
Rick Dahl	County Commissioners	true
Erica Rodman	Realtors	true
Jeanette Scibelli	Lower Columbia Contractors Association	true
Kevin Bluhm	Commissioner District 3	false
Francis Naglich	Economic Development Council	true
Matthew Patterson	General Contractor	true
Tim Wines	Commissioner District 1	false
Travis Buck	Environmental Community	true
Nick Massie	Development Community	true
Hal L. Palmer, Jr	Commissioner District 2	false

STAFF:

Name	Representing	Present
Mike Wilson	Building	true
Season Long	EHU	true
Susan Eugenis	Public Works	false
Mike Moss	Public Works	true
Savannah Clement	Public Works	false
Patrick Harbison	Public Works	true

VISITORS:

Name	Representing
Ed Moersfelder	Himself
Nick Little	Chilton Development
Rayleen Aguirre	Herself

APPROVAL OF MINUTES: Motion to Approve – Nick Massie Second – Matthew Patterson

UPDATES:

Name	Narrative
EHU	Season reported that things were going well. Discussion based on question from Visitor Nick Little on the ability for Accela to have information on the Soils Report etc. Discussion also on having Maps online to have links to that information.
Planning	Wayne Nelson no longer with Cowlitz County. Accela now sending out notifications. Building and Planning turned down a grant from Dept of Ecology as is would put the property rights of citizens in jeopardy. Working with Third Point Consultants on upgrades to Accella. Francis Naglich stated that the county needs a good planner. Not an anti development planner. Prosecuting Attorney is too

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	busy to update the Surface Mining Ordinance so outside council will work on it. Over the counter permits are up to 33% for Green and Yellow EPIC Issuance
Building	Remote Inspection Use in down and discussion on how to make it more visible to the outside. Energy Code pushed back to Next Spring Building Permits greater than last year at this time if you include the ADU's in the computation. Same as Plans are being reviewed to be allowed on other properties if certain conditions are met. ie Wind and Snow Loads.

OLD BUSINESS:

As Wayne departed the Boundary Line Adjustment Rule as been put on the back burner.

NEW BUSINESS:

COMMISSIONER UPDATE:

Commissioner Dahl reported on plans for changing the Planning Commission for more efficiency, mentioned the FEMA recommendation for flood control.

ADJOURN – 2:45 PM

**DEPARTMENT OF BUILDING AND PLANNING
MONTHLY PLANNING APPLICATIONS REPORT
OCTOBER 2023**

Application Month-OCTOBER	Current Month	Year-toDate	This Month Last Yr	Last Yr to Date
Accessory Dwelling Units (ADU)	1	35	4	22
Addressing	2	29	1	35
Administrative Determinations	4	6	0	3
Appeals	0	0	0	0
Boundary Line Adjustments	9	55	5	74
Comp. Plan Amendments (Public Hearings)	0	0	0	1
Critical Area Permits	11	61	2	87
Floodplain	0	14	1	22
Forest Practices	0	13	2	22
Innocent Purchaser	0	0	0	0
Large Lot Subdivision	0	7	2	5
Legal Lot Determination	1	5	0	9
Long Subdivisions (Public Hearings)	0	1	0	2
Marijuana - recreational I-502	0	0	0	0
Planning Clearance	47	438	29	584
Preapplication Meetings/ Staff Consults	2	14	3	44
Private Roads	2	13	2	7
RV Parks (Campgrounds)	0	2	0	3
SEPA Determination	9	52	8	77
Shoreline Exemptions	2	26	0	31
Shorelines (SDPs)	1	7	0	6
Short Subdivisions	3	36	6	44
Special Uses (Public Hearings)	0	1	0	4
Staff Consult	8	30	n/a	n/a
Surface Mines (Public Hearings)	0	0	0	1
Temp RV Parks (Campgrounds)	0	0	0	0
Variance	0	1	1	6
Wireless Communications	0	0	0	8
Wrecking Yard	0	1	0	0
Zone Amendments (Public Hearings)	0	1	0	0
TOTAL PLANNING APPLICATIONS Submitted	102	847	66	1097

COWLITZ COUNTY DEPARTMENT OF BUILDING & PLANNING
MONTHLY BUILDING PERMIT REPORT
October 2023

	Current Month	Year-to-Date	This Month Last Yr	Last Yr to Date
New Single Family				
Units:	12	171	13	188
Value:	\$7,936,376.00	\$62,979,170.00	\$3,348,024.00	\$53,807,336.00
New ADU				
(New as of 8-2023) Units:	5	11	NA	NA
Value:	\$562,500.00	\$1,515,420.00	NA	NA
New Multi-Family				
Two Units:	0	6	0	0
Value:	\$0.00	\$2,732,805.00	\$0.00	\$0.00
Three - Four Units:	0	0	0	0
Value:	\$0.00	\$0.00	\$0.00	\$0.00
Five or More Units:	0	0	0	15
Value:	\$0.00	\$0.00	\$0.00	\$23,542,455.00
New Comm./Indust.				
Units:	2	33	1	20
Value:	\$1,555,468.00	\$46,396,167.00	\$8,251.00	\$8,553,599.57
New Mobile Homes				
Units:	2	41	2	33
Value:	\$420,000.00	\$6,749,495.63	\$185,000.00	\$5,781,010.00
Subtotal New Const.				
Units:	21	262	16	256
Value:	\$10,474,344.00	\$120,373,057.63	\$3,541,275.00	\$91,684,400.57
Alteration /Other Resident				
Units:	31	321	40	327
Value:	\$976,738.00	\$14,851,974.33	\$1,099,030.00	\$13,077,383.54
Alteration/Other Multi-Fa				
Units:	0	0	0	2
Value:	\$0.00	\$0.00	\$0.00	\$271,170.00
Alteration/Other Comm &				
Units:	1	19	1	18
Value:	\$850,000.00	\$9,350,132.00	\$125,000.00	\$1,956,500.00
Mechanical				
Units:	21	285	34	323
Plumbing				
Units:	12	61	6	101
Fire Code				
Units:	11	114	31	149
Demolition				
Units:	2	17	3	30
Grading				
Units:	3	36	2	17
Subtotal Alterations				
Units:	81	853	117	967
Value:	\$1,826,738.00	\$24,202,106.33	\$1,224,030.00	\$15,305,053.54
TOTAL				
Units:	102	1115	133	1223
Value:	\$12,301,082.00	\$144,575,163.96	\$4,765,305.00	\$106,989,454.11

Submitted: 11/1/2023 LRG