



City of Longview

1525 Broadway
Longview, WA 98632
www.ci.longview.wa.us

Agenda

Join Zoom Meeting

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Dial in numbers:

+1 253 215 8782

+1 408 638 0968

Meeting ID: 883 5252 1586

Passcode: 1923

Appeal Board of Adjustment

Tuesday, August 4, 2020

4:30 PM

Longview Council Chambers

1. **CALL TO ORDER**

2. **APPROVAL OF MINUTES**

20-000314 Minutes of the July 14, 2020 Regular Meeting

Recommended Action: Motion to adopt the minutes as presented.

3. **AUDIENCE PARTICIPATION OF CORRESPONDENCE**

3.1 Oral Communications

Persons in the audience may discuss business not scheduled on this agenda or any item of interest within the jurisdiction of the Appeal Board of Adjustment. This Board will listen to all communication, but in compliance with the Washington Open Public Meetings Act, will not take any action on items that are not listed on the agenda.

3.2 Written Communications.

Correspondence for the Appeal Board of Adjustment received after preparation of this agenda.

4. **DECLARATION OF EX-PARTE COMMUNICATIONS AND APPEARANCE OF FAIRNESS**

5. **PUBLIC HEARINGS**

20-000315 ABA 2020-5 Special Property Use request for a public safety facility to be located in the R-4 Residential zone at Archie Anderson Park

Recommended Action:

Motion to adopt the staff findings and grant a Special Property Use Permit to locate a public safety facility in the R-4 residential zone at Archie Anderson Park, 274 22nd Ave.

20-000316 ABA 2020-6 Variance request for Longview Fire Station addition to reduce the front yard setback (on a double-fronting lot) from 25' to 8'.

Recommended Action: Motion to adopt the staff findings and grant a Special Property Use Permit to locate a public safety facility in the R-4 residential zone at Archie Anderson Park, 274 22nd Ave.

6. OTHER BUSINESS

7. ADJOURNMENT



Minutes

Appeal Board of Adjustment

Tuesday, July 14, 2020

4:30 PM

Virtual Zoom Meeting

1. **CALL TO ORDER**

Chairman Backstrom called the regular virtual meeting of the Longview Appeal Board of Adjustments to order at 4:33 p.m.

Present: *Chairman Mark Backstrom, Vice Chairman Roger Peters, Tracy Goldsmith, Dan Petersen, Steven Dahl*
Due to connection issues, Chairman Backstrom lost connection at the end of the reading of the first staff report and Vice Chairman Peters led the rest of the meeting.

Staff Present: *Adam Trimble, Planner; James McNamara, City Attorney; John Brickey, Community Development Director/Building Official; Ken Hash, Public Works Director; Jim Kambeitz, Fire Chief; and Nancy Vandehey, Administrative Assistant*

Audience Attendees: *Pat Hightower, Dan Johnson, Diane Dick, Linda Jellison, Christian Smith & Joanne Dallas, Ramona Leber, Phil Jurmu, Ron Easterday, Norm Krehbiel, Carol Ruiz, Scott Blaschka, Scott Peabody*

2. **APPROVAL OF MINUTES**

20-000294 Minutes of the May 12 2020, Appeal Board of Adjustment Special meeting and corrected minutes of the November 12, 2019 meeting.

Recommended Action: Motion to accept the minutes as presented.

A motion was made by Roger Peters, seconded by Tracy Goldsmith, that the minutes from the November 12, 2019 meeting be accepted and approved.

At the end of the meeting, it was clarified that the May 12th minutes had not been approved, so at that time, a motion was made by Steve Dahl, seconded by Dan Petersen, that the minutes from the May 12, 2020 meeting be accepted and approved.

3. **AUDIENCE PARTICIPATION OF CORRESPONDENCE**

3.1 Oral Communications

No oral communication was received.

3.2 Written Communications

Written comments were received and will be read during the staff report by Adam Trimble.

4. DECLARATION OF EX-PARTE COMMUNICATIONS AND APPEARANCE OF FAIRNESS

The Declaration of Ex-Parte Communications and Appearance of Fairness Doctrine was read into the record by Adam Trimble and there was no comments from the audience.

At this time, Tracy Goldsmith recused herself from the meeting for the 20-000295 ABA 2020-3 Special Property Use item. She asked to return during public comment, but Jim McNamara explained that once she recused herself, that she could not speak on the item but could return to the meeting after the item was completed.

5. PUBLIC HEARINGS

20-000295 ABA 2020-3 Special Property Use Permit request(s) to locate a public safety facility in the TNR residential district and a request for modifications to wireless standards to locate a 140 tall non-concealed lattice tower (exceeding 70 feet in height) in a residential zone.

Recommended Action: Motion to adopt the findings and recommendations of the staff report and grant the requests.

Adam Trimble read the staff report into record. He stated that the Critical areas portion of the report should be struck as there are no critical areas on this site. SEPA comments were received by CDID #1, WSDOT, Department of Ecology, and Southwest Clean Air. They all were regarding construction impacts, erosion control, and similar impacts. Adam displayed the exhibits and drawings on a shared screen with the group. Additional public comments were read into record by Adam Trimble. Bob Wagner wrote about the lack of solar energy in the design. Kristen Edmark wrote encouraging the use of electricity versus gas. JoAnne Baker wrote about the the lack of solar energy in the design. Sandra Davis wrote about the lack of solar energy. Diane Dick wrote questioning answers in the application and about her concerns with the gas line near the project. Adam Trimble stated that the pipe line should have been identified in the checklist and the conclusion of staff is that the checklist can be corrected to note that there is a gas transmission pipeline in the railway behind the property. The research that Adam has completed is that the gas line is 90-110' from the nearest point to the building. The applicant will also be using the auger bored piling method, which is a foundation construction choice that is a drill in method. This method will cause less immediate ground vibration and disturbance. Adam contacted Nippon Dynawave and spoke with one of their pipeline inspectors and they asked to be informed of the construction process and want to confirm that no one will be in the right-of-way. This effort to correct the checklist will be reflected in the final notice of determination of non significance for the environmental review for this project.

Board discussion included Steve Dahl stating the the letters that were received address design choices that seem to be outside the purview of the board. Staff, Adam Trimble, agreed that the board would have to have findings to support requirements to use solar energy and renewable resources. Vice Chairman Roger Peters asked Jim McNamara to clarify LMC 16.75.190 for the placement of the wireless tower. Dan Peterson asked Phil Jurmu about the intent of the use of the tower and if it could be a permanent ban on co-location with commercial entities. Phil Jurmu stated that the intent would be only to be used for public safety not commercial systems. A discussion was had about the surrounding trees and risks to the tower. A landscaping plan would be presented to the City for review and approval by the Community

Development Department on behalf of the board if this item is approved. Gibbs & Olson has been hired for the stormwater mitigation planning. Cowlitz 911 Authority has been working with the City on the lease agreement and the access easement.

Public discussion included Dan Johnson, 2776 Ocean Beach Highway speaking against the project due to the promises made of no more commercial building near his home and the noise associated with commercial properties. Pat Hightower, 2778 Ocean Beach, with adjacent property line spoke against the project due to future fire station access and also her existing cedar trees. As well as the proposed fencing construction and landscaping plan. Phil Jurmu addressed her concerns with details on the fence and landscape plan. Diane Dick spoke in favor of the 911 Dispatch Center but hoped that integrity of the gas line is preserved in the case of a natural disaster, such as an earthquake. Christian Smith, who lives in the Terry Taylor neighborhood wanted to know if a property value loss assessment had been completed. Adam Trimble stated that property value impacts have not been considered by the board in the past but that the criteria for evaluation of the Special Property Use includes whether the use will be injurious to the neighborhood and surrounding properties. The staff finding is that the 911 dispatch center is beneficial to the community as it is for public safety and that the neighborhood as part of the City, benefits from this project. Ramona Leber, 2656 Ocean Beach Highway and also owns 2666 Ocean Beach Highway, had questions that were answered by Ms. Hightower about the trees on the Hightower's property.

Dan Petersen asked about the height of the tower and if it could be lowered. Joe Blaschka this is the minimum height needed to maintain communication with the existing radio towers and the Hall of Justice. The tower will be 140' with 20' whip antennae on the top.

Steve Dahl made a motion, seconded by Dan Petersen, that the Appeal Board of Adjustments find that the standards in LMC 16.75.150 were not intended to apply to a tower for a public safety response in this location and their purpose is not relevant to this application. The motion passed unanimously.

Steve Dahl asked if the tower could be capped at 160'. Joe Blaschka confirmed that the tower could be capped at 140' with a 20' whip antennae. Dan Petersen agreed a cap on height was needed. Joe Blaschka clarified that if at a future time they needed the tower to go above 160' would they be allowed to do that. It was confirmed that they would need to come back to the Appeal Board of Adjustments with a new request.

Steve Dahl made a motion, seconded by Dan Peterson, that the Appeal Board of Adjustment grant a Special Property Use Permit and Modification to the Wireless Standards for the Cowlitz 911 Public Authority to locate a public safety facility in the TNR residential zone and a non-concealed tower not exceeding 160 feet (including 20 foot whip antennae) in height at 2782, 2786 and 2790 Ocean Beach Highway with the following condition of approval: requiring a landscaping plan be submitted showing locations where evergreen trees (of a large diameter) will be planted at strategic locations on the property to achieve screening from public streets. This passed unanimously.

20-000296 ABA 2020-4 Variance request to reduce the required front yard setback from 25 feet to 18 feet due to the steep slope of the lot.

Recommended Action: Motion to adopt the findings and recommendations of the staff report and grant a variance from the setback requirement as requested for property at 254 Curtis Drive.

Tracy Goldsmith was asked to rejoin the meeting. Adam Trimble read the staff report into record. Steve Dahl stated this could apply to a number of the lots in this area. Adam confirmed that a variance could be supported for any of the lots next to this one that haven't been built yet. There was a discussion on the rolled curb sidewalks with no planting strip and vehicles over 18 foot would need to be parked on the street or the garage will need to be built in to accommodate a longer vehicle.

Public discussion was from Linda Jellison of Evergreen Homes representing the property owners, Sarah & Jason Geiszler. This is the second design of the home to accommodate the slope and to minimize the cost of excavation and building of an engineered foundation. Staff analysis discussed the potential for cars to hang over the sidewalk if the Variance is granted. Ms. Jellison reported there is considerable costs in moving the garage back even a small amount as that is the side with the most slope. She shared her screen to show the site plan, which has not been submitted yet. Vice Chairman Roger Peters, clarified that this issue could be covered in the permitting process. John Brickey added that there are laws in place to prohibit encroachment on the sidewalk which are enforced by the police. Steve Dahl stated that he didn't see a need to adjust to 18.5' or 20' or apply a condition to the building permit to prevent cars from potentially hanging over the sidewalk, as there won't be anyone monitoring it. Dan Petersen agreed that it was already covered by existing codes, enforced by the police, and was just a suggestion in the staff analysis.

Dan Petersen moved, seconded by Steve Dahl, that the Appeal Board of Adjustment adopt the staff analysis and findings and grant a variance to reduce the front yard setback from 25' to 18' for 254 Curtis Drive, parcel 033440766. The motion passed unanimously.

6. OTHER BUSINESS

Adam Trimble advised the board of a need to hold a Special Meeting for two more City of Longview applications. The Special meeting was proposed for August 4th at 4:30 pm. The two projects are the Police Satellite office in Archie Anderson Park, another public safety facility in a residential zone, and a variance request for a Fire Station to build closer to a property line on a double fronting lot on 38th Avenue.

The board members requested for more lead time on agenda packets mailed to their homes. Steve Dahl asked for the packet to be mailed to his home, not his business as it is currently closed.

7. ADJOURNMENT

Steve Dahl, seconded by Tracy Goldsmith to adjourn. The meeting was adjourned at 6:51 pm.



STAFF REPORT
to the
LONGVIEW APPEAL BOARD OF ADJUSTMENT

PRESENTED BY: Adam Trimble, Interim Planning Manager

HEARING DATE: August 4, 2020

APPLICATION NO.: ABA 2020-5

APPLICANT: City of Longview Engineering Dept., Karl Enyeart, Project Manager

PROPERTY OWNER: City of Longview

REQUEST(s): Special property use permit to locate a public safety facility in the R-4 residential zone for a police satellite office.

LOCATION: Archie Anderson Park, 274 22nd Ave, Parcel number 04242.

ASSOCIATED CASES: None.

ZONING DISTRICT: R-4, Residential District.

BACKGROUND AND PROPOSAL

Construction of a new 2,500 square foot Longview police satellite office (public safety facility) in Archie Anderson Park in the place of an existing two-story concession stand/announcers booth and parking area. [Exhibit A: SPU application, Exhibit B site plan & rendering drawings]. The project will demolish the existing building and construct a new building in its place. Parking lot improvements will be made including re-establishing circulation between 21st and 22nd avenues on either side of the park. At least 5 parking spaces will be dedicated to the new police office and as many as 47 parking spaces will be re-established. A speed bump is proposed to slow traffic and discourage unnecessary trips through the park.

In a grant application for the project the City explains that “LPD has lost its lease on the Highlands Satellite Office (formerly located adjacent to the St. Helens Grocery complex). This severely limits the Community Services Unit (CSU) opportunities and increases response time to the Highlands area. Completion of this critical project will both increase community service

opportunities and decrease response times.” The previous satellite office served as an office space for a variety of functions of the Longview Police Community Services Unit. The grant application [attached as Exhibit C] elaborates: “The CSU consists of a sergeant, corporal, two school officers, reserve officers, cadets, clerical and Alley Gator volunteers. This unit is responsible for crime prevention, addressing quality of life issues, coordinating the department's community policing efforts, community outreach and presentations to include the Citizen's Academy and National Night Out, managing volunteers, and supervising the School Resource Officer (SRO) program.” “One of the main advantages to community policing is that it reduces fear in the community. With an increase in police presence in the neighborhood the residents feel more secure. This feeling of security helps the police establish trust within the community. So, in our current situation with the removal of our community policing center, fear and insecurity in the neighborhood will increase, crime will increase, property values will decrease.”

The owner of the properties is City of Longview. The park is managed by Longview Parks department, which has developed a master plan for Archie Anderson Park. The plan calls for a new community center and other improvements. The department intends to amend the master plan if the construction of the satellite police station is approved. The Archie Anderson Park Master Plan can be reviewed online here:

<https://www.mylongview.com/DocumentCenter/View/1554/Archie-Anderson-Master-Plan-Update-2018>

Neighboring land uses include:

North – Archie Anderson park basketball court and playground, single family homes, duplex/triplexes.

South – Archie Anderson park ball fields, the Highlands trail and State Route 457/Industrial Way and Weyerhaeuser.

East – single family homes, duplex/triplexes and the Highlands Neighborhood Community Center.

West – single family homes, duplex/triplexes.

The Comprehensive Plan classification for the property is Public/Quasi-Public/Institutional.

In accordance with LMC §19.12.090(1), written notice of the public hearing for the Special Property Use Permit petition was mailed to the applicant and to the owners of all properties adjacent to or abutting this proposal on Thursday, July 23, 2020 [Exhibit D].

The property was posted on Thursday, July 23, 2020 with a notice of public hearing announcing the proposed land use application. Legal notice of the public hearing appeared in the Longview Daily News on Saturday, July 25, and August 1, 2020.

SEPA DETERMINATION

A State Environmental Policy Act checklist was not required for the project.

CRITICAL AREA ORDINANCE REQUIREMENTS

There are no identified Critical Areas on the parcel.

APPLICABLE CODE SECTIONS

Section 19.18.010(5) of the Longview Municipal Code (LMC) requires the land use proposed to receive approval via a public hearing process, and the issuance of a Special Property Use Permit by the Appeal Board of Adjustment. The specific code citations are listed below.

For Residential Zoning Districts described in 19.20 of the Longview Municipal Code, table 19.20.020 includes uses that are permitted (“P”), not allowed, or allowed through a special property use permit (“SPU”):

Table 19.20.020-1 Permitted Uses in Residential Districts

Use	Zoning District				
	R-1	R-2	R-3	R-4	TNR
Public safety facility ⁶	SPU	SPU	SPU	SPU	SPU

LMC § 19.12.050 Power of Board – Special Property Use

1. Recognizing that there are certain uses of property that may or may not be detrimental to the public health, safety, morals and general welfare, depending upon the facts in each particular case, a limited power to issue special permits for such uses is vested, by special mention in this title, in the board.
2. The board shall have an exercise original jurisdiction in receiving, granting or denying all applications for such special property uses as are provided for in this title and shall have the power to place in such permits, conditions or limitations in its judgment required to secure adequate protection to the zone or locality in which such use is to be permitted. No special permit shall be issued by the board until after public hearing, as hereinafter provided, and until after the building official has found that all other provisions of this code, with which compliance is required, have been fulfilled.
3. No such Special Property Use Permit shall be granted by the board unless it finds:
 - (a) That the use for which such permit is sought will not be injurious to the neighborhood or otherwise detrimental to the public health, safety, morals and general welfare;
 - (b) In making such determination the board shall be guided by the following considerations and standards:
 - (i) That the use will not be detrimental to the character and use of adjoining buildings and those in the vicinity,
 - (ii) That the use will not create a hazard in the immediate area either for pedestrian or vehicular traffic,
 - (iii) That adequate ingress and egress will be available for fire and other vehicular emergency equipment,

- (iv) That adequate off-street parking will be provided to prevent congestion of public streets [LMC 19.12.050].

LMC §19.12.120 Special Property Use Permits – Time Limitation

Whenever the board by its decision authorizes the issuance of a permit for a special property use, if such building permit and/or occupancy permit is not obtained by the applicant within six months from the date of the board's decision, the board's decision shall cease to be effective.

STAFF ANALYSIS

In reviewing LMC §19.12.050, which contains the criteria that shall guide the Board during their review of this petition, staff finds the following:

- (i) *That the use will not be detrimental to the character and use of adjoining buildings and those in the vicinity.*

The proposed satellite police office is intended to function as a space for various functions of the Longview Police Community Services Unit. It will primarily be an office use, with parking spaces for on-duty police vehicles to park while completing paperwork and waiting for calls. The presence of the police satellite office in the neighborhood should reduce response times. In the attached grant application the City states:

“Response times have increased with the removal of our Highlands Satellite office. Officers now respond from their patrol location or from downtown. Response time is a critical factor in the de-escalation of violent crimes. Locating the Highlands Satellite office in Archie Anderson Park will place LPD in the heart of the Highlands and substantially decrease response times. This project will have an effect on the entire highlands neighborhood which numbers greater than 1,500 low and moderate households.”

The proposed new building will be an aesthetic improvement over the existing two story concession stand which has a variety of building materials and has become dilapidated. The proposed design (exterior) of the building is intended to blend in with the neighborhood by being one story, using similar architectural lines, and by use of modern materials that mimic the homes in the neighborhood. Finally, the presence of city employees and volunteers on the site will bring additional ‘eyes on the street’ to the park and neighborhood, hopefully contributing to increased safety and park use.

- (ii) *That the use will not create a hazard in the immediate area either for pedestrian or vehicular traffic.*

Parking lot improvements proposed will remove a barrier that currently prevents vehicles from crossing through the park, which may increase hazards to pedestrians. To mitigate, a raised crosswalk is proposed (represented by an arrow/chevron in the site plan) and the route through the parking lot is not a straight line. While present, Longview police cars may also deter any vehicles from driving in a hazardous manner.

- (iii) *That adequate ingress and egress will be available for fire and other vehicular emergency equipment.*

There is adequate ingress and egress for emergency equipment.

(iv) That adequate off-street parking will be provided to prevent congestion of public streets.

At least 5 parking spaces will be dedicated to the new police office and as many as 47 parking spaces will be re-established.

LMC §19.12.050 also requires the Board to adopt the following finding if granting the Special Property Use Permit:

(a) That the use for which such permit is sought will not be injurious to the neighborhood or otherwise detrimental to the public health, safety, morals and general welfare.

The application is to construct a satellite police office for the Community Services Unit and to reduce police response times to calls for assistance in the neighborhood. It is expected that the proposal will contribute positively to the public health, safety, morals and general welfare.

As of this writing, staff has received no comments from neighboring property owners.

STAFF DISCUSSION

The City's Building Official, Fire Marshal, and Public Works Department and Parks and Recreation Department have had the opportunity to review the Special Property Use application for 2782 Ocean Beach Highway. The City as the property owner, is anticipating amending the Archie Anderson Park Master Plan to integrate this building if approved. The Parks Advisory Board has voted to recommend installation of the satellite police office to the City Council. No concerns have been raised by other city departments regarding these requests.

STAFF FINDINGS

1. The use for which such permit is sought will not be injurious to the neighborhood or otherwise detrimental to the public health, safety, morals and general welfare.
2. The R-4 District permits the proposed use subject to a granting of a Special Property Use Permit by the Longview Appeal Board of Adjustment.
3. The use as proposed meets the criteria found in LMC §19.12.050.

RECOMMENDATION

Staff recommends that the Appeal Board of Adjustment adopt the staff findings and grant a Special Property Use Permit to locate a public safety facility in the R-4 residential zone at Archie Anderson Park, 274 22nd Ave.

EXHIBITS

- A. Special Property Use Permit application
- B. Site Plan and rendering

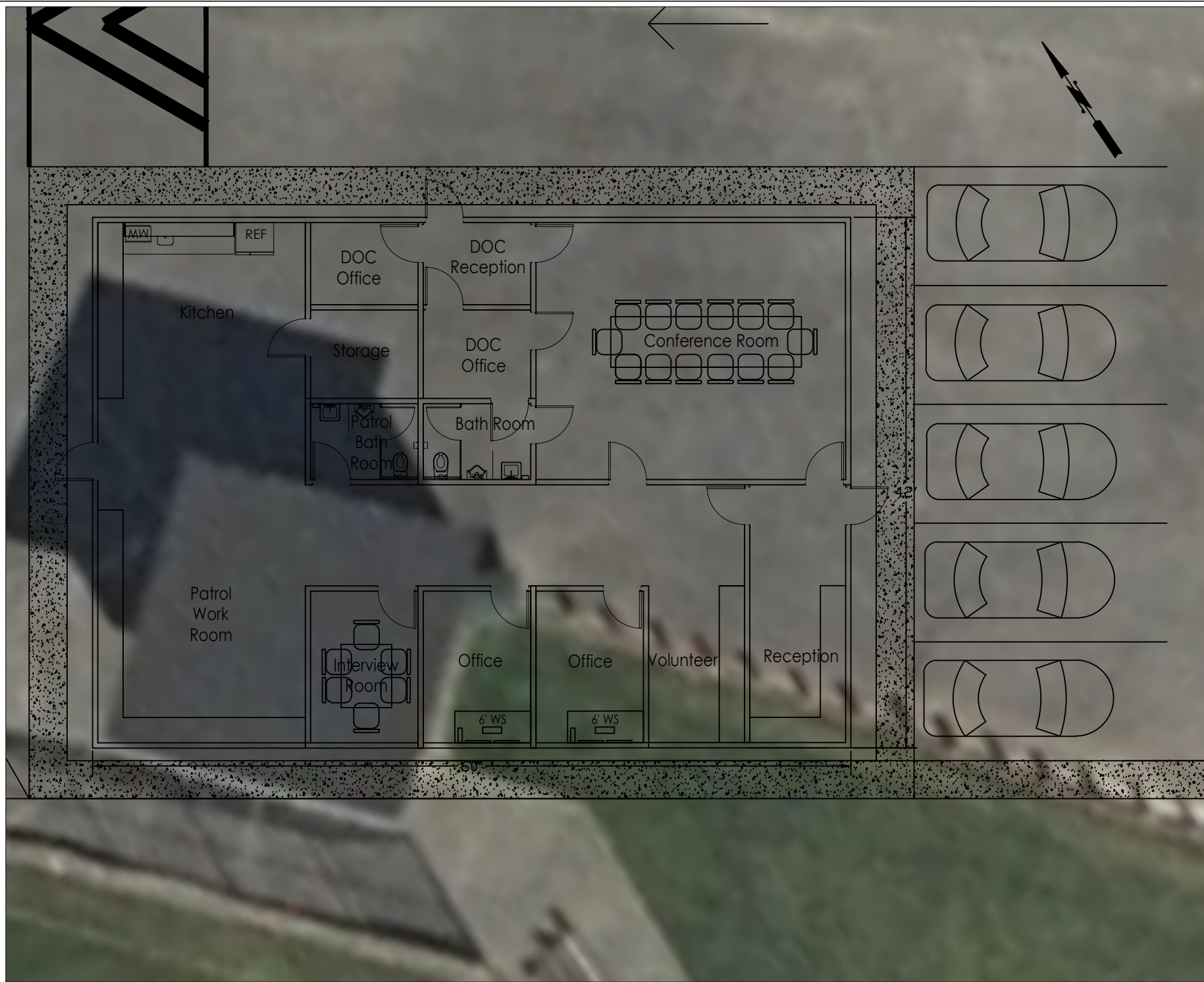
C. 2020 CDBG Grant Application- Longview Police Satellite office

D. Notice of Public Hearing (property owner notification).

Staff Report Date: Tuesday, July 28, 2020



City of Longview, Washington Longview Police Department Satellite Office PRELIMINARY SITE PLAN		DATE: 06/30/2020	REVISION	BY
Kurt Sacha City Manager		DESIGN: KAE		
Ken Hash Director of Public Works		DRAWN: KAE		
Ken Hash City Engineer		CHECKED: KFH		
		FLOOR PLAN/DWG		



City of Longview, Washington Longview Police Department Satellite Office PRELIMINARY FLOOR PLAN		DATE: 06/30/2020	REVISION	BY
		DESIGN: KAE		
		DRAWN: KAE		
		CHECKED: KFH		
Kurt Sacha City Manager		FLOOR PLAN/DWG		
Ken Hash Director of Public Works				
Ken Hash City Engineer				
SCALE: HORZ: 1" = 10' VERT: N/A				
SHEET NO. 1				





City of Longview
2020 Community Development Block Grant
Project Design

Applicant: City of Longview
Police Dept.
Mary Chennault

Contact Person: Ken Hash

Title: Administrative Manager

Title: PW Director

Address: PO Box 128
Longview

Address: PO Box 128
Longview

Phone: 360.442.5805

Phone: 360.442.5202

Fax:

Fax: 360.442.5958

E-Mail: Mary.Chennault@ci.longview.wa.us

E-Mail: ken.hash@ci.longview.wa.us

Non-Profit Status: NO ___ YES X **IRS Tax Identification Number** 91-6001367

Type of Project: Please check one:

About CDBG: <https://www.hudexchange.info/programs/cdbg/cdbg-ta-products/#activity-type>

- ☐ Housing
- ☐ Community Facility
- ☒ Public Facility/Infrastructure
- ☐ Economic Development
- ☐ ~~Prevention or Elimination of Slum & Blight~~
- ☐ ~~Match~~
- ☐ Public Service
- ☐ Planning

PROJECT TITLE: New Satellite Office

CDBG Funding Requested: \$ 200,260

Problem/Opportunity Description

1. Give a *brief* overall summary of your project (under 101 words.)

This project constructs a 2500 SF LPD Satellite office in Archie Anderson Park.

CDBG Project Design
Page 1

2. Briefly describe the project noting the problem(s) or opportunity(s) that will be addressed (under 101 words.) Quantify it in terms of cause, extent, location, frequency and duration

LPD has lost its lease on the Highlands Satellite Office (formerly located adjacent to the St. Helens Grocery complex). This severely limits the Community Services Unit (CSU) opportunities and increases response time to the Highlands area. Completion of this critical project will both increase community service opportunities and decrease response times.

3. List the specific CDBG objective information from the “5 year Strategic Plan” within the 2015-2019 Longview-Kelso Consolidated Plan. (Online with application forms see link in instructions below).

Objective Code and Number: AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)
Objective Title: Stabilize and revitalize neighborhoods

Objective Proposed Accomplishments & Outcomes: Public Facility or Infrastructure Activities for Low/Moderate Income Housing

Project Readiness

4. Describe what specific steps need to be completed before the project will be ready to proceed. (Projects must be under construction within 12 months of signing your CDBG Contract or funding will be deobligated.)

Steps taken to date: The site in Archie Anderson Park has already been selected. It is owned by the City, parking and utilities are readily available. A preliminary building layout has been developed by City staff. The City has obtained a State Capital grant in the amount of \$242,500.00.

Next steps: Hire a design professional to develop the bid ready site and building plans. The project should be ready to construct by November 2020.

5. Please list start and completion date by Month, Day and Year:

Complete the “Project Timeline” (included at the end of this application) detailing project tasks and dates. This will be a part of your contract goals should your project be selected.

Project Start Date (mm-dd-yyyy) 07-01-2020

Project Completion Date (mm-dd-yyyy) 06-30-2021

Problem Impact and Severity

6. What is the effect on the community as a whole or upon individuals? Note current and anticipated consequences if the problem continues. Also list the number of low and moderate households affected.

The CSU consists of a sergeant, corporal, two school officers, reserve officers, cadets, clerical and Alley Gator volunteers. This unit is responsible for crime prevention, addressing quality of life issues, coordinating the department's community policing efforts, community outreach and presentations to include the Citizen's Academy and National Night Out, managing volunteers, and supervising the School Resource Officer (SRO) program.

This unit has a variety of initiatives including:

- Providing community outreach for the purpose of reducing crime and increasing quality of life (National Night Out, Go Fourth Activities, Parades, Citizen's Police Academy)
- Supervising all volunteers
- Assisting regular patrol officers with both self-initiated activities (traffic stops) and calls for service)
- Assisting regular patrol officers with security at events such as car cruises, Go-4th Celebration and parades
- Alley Gators - Patrol City streets and report suspicious activity / focused patrols / targeted recovery of stolen vehicles

Community policing

One of the main advantages to community policing is that it reduces fear in the community. With an increase in police presence in the neighborhood the residents feel more secure. This feeling of security helps the police establish trust within the community. So, in our current situation with the removal of our community policing center, fear and insecurity in the neighborhood will increase, crime will increase. Property values will decrease.

Response time.

Response times have increased with the removal of our Highlands Satellite office. Officers now respond from their patrol location or from downtown. Response time is a critical factor in the de-escalation of violent crimes. Locating the Highlands Satellite office in Archie Anderson Park will place LPD in the heart of the Highlands and substantially decrease response times.

This project will have an effect on the entire highlands neighborhood which numbers greater than 1,500 low and moderate households.

7. How does this problem create a hardship for residents, a neighborhood, or economic development? How have local or state authorities noted the severity of the problem? Note public health and safety issues.

Lack of a community service center, the Highlands Satellite office, contributes to an increase in community fear and a decrease in neighborhood security. If allowed to continue, this will lead to an increase in the crime rates, which leads to decreased property values and a decreased desire to improve the localized economic situation.

Since the inception of the LPD Highlands Satellite office, we have seen a decrease in the localized crime rates and an increase in the desire of property owners to improve properties, thus improving the neighborhood and the economic vitality of the Highlands. Removing this local stabilizing force for any length of time will have a negative effect on the advances made in the community.

Past Effort

8. What effort has your organization or other organizations made to resolve the problem?

We have obtained a State Capital grant in the amount of \$242,500.00.
We have obtained a commitment of City funds in the amount of \$100,000.

Solution

Project Development

9. Did you attempt to collaborate the development of this project with other agencies? Which agencies were contacted and what was the outcome? What role is each agency playing?

Yes, The State Department of Corrections will be occupying a small portion of the building.

10. How do you propose to solve the problem? Please be specific, itemizing the various tasks you will undertake to solve the problem.

We will construct a new LPD satellite office in Archie Anderson Park, in the heart of the Highlands neighborhood.

11. List all persons who would be involved during the development of this project and describe their project responsibilities. (Include names, titles, phone and e-mail.) (Responsibilities should include grant administration, project manager, developing partnerships, acquisition, overseeing construction, maintaining records, Davis-Bacon compliance, etc.

Ken Hash, Longview Public Works Director and project sponsor.
360.442.5202.
ken.hash@ci.longview.wa.us

Karl Enyeart, Longview staff engineer will serve as the project manager.
360.442.5215
Karl.eneart@ci.longview.wa.us

Project Operation

12. Are you partnering with other organizations or businesses in this project? Will you have contracts with them? What roles will each organization or business play after the project is completed? Please submit letters from partnering agencies and/or businesses as supporting documentation.

Yes, Washington State Department of Commerce is providing a State capital facilities grant in the amount of \$242,500.00. They will have no ongoing role in the project once it is completed.

13. List all persons involved in the operation of this project when completed and describe their responsibilities. (Include names, titles, phone and e-mail.) (Responsibilities should include case management, day-to-day management, partnerships in serving clients, etc., operations manager, and project owner.)

Sergeant Brian Streissguth, will be responsible for the day-to-day operation of the LPD Highlands Satellite office.

1351 Hudson St.

Longview

360.442.5906

14. For Community Facilities: Complete and attach the separate 5-year Operations Budget.

15. Facility Fees for Residents: If you are requesting funding for a community facility or a public facility the service and/or admission fees must not preclude low and moderate income residents from using the facility. Please itemize all fees for services to low and moderate income residents as compared to charges for moderate-income residents.

(This will be part of your contract should funds be awarded. You will need to document low-moderate user incomes and fee schedules for 5 years.)

No fees are proposed.

16. How will this project improve the quality of life for low- and moderate-income persons in relation to the stated needs or problem? OR How will this project improve the neighborhood or area? Note short-term and long-term outcomes.

Increased sense of neighborhood security.

Decreased neighborhood fear.

Decreased police response times.

Decrease crime rates.

Decreased severity of violent crimes.

Increase property values

Increased opportunity for economic improvement and investment.

17. What activities would still need to be undertaken after the project is completed in order for the problem to be fully addressed? Quantify where possible.

None.

Households Benefiting

18. Area Benefit: What is the total number of all households that will benefit from this project? (Area-wide benefit must cite low-income 2010 U.S. Census Tract as noted in the HOME/CDBG Consolidated Plan)

Census Tract 5.02 = 4,921 residents

Approximately 1,632 households

Census Tract 5.01 – 2,934 residents

Approximately 1,126 households

19. Individual Benefit: What is the number of low-income individuals or households by median income that will directly benefit from this project? Use current HUD Income Limits for family size.

Individuals or Households (circle one)

At or below 30% Median Income: 19%

At or below 50% Median Income: 25%

At or below 80% Median Income: 34%

Total number Low-Income Served 1,700

Budget

20. Explain why CDBG funds are appropriate for your project. If this application is for a program currently receiving CDBG funding, discuss what action you have taken and what other funding sources have been investigated in the last 12 months to reduce your organization's dependence on City of Longview CDBG funds.

This project is located within a Low/Moderate Income tract. It will directly benefit the low to moderate income residents living in the Highlands.

21. What agency funding will you commit to this project? If none, why not?

\$100,000 by the City of Longview in 2021.

22. If one or more funding sources listed below is not realized, what impact would this have on your project? Explain what changes would be considered to its scope or design, including the

number of families served, structure(s) constructed, delays in construction start date, etc. and whether your project would exist without CDBG funding.

If we were to lose a funding source, we would shrink the footprint of the building eliminating storage and/or the DOC rental space plus reduce the size of the conference/shared spaces.

23. Complete and attach the separate CDBG Budget Form.

Complete the budget form showing all sources and uses of funds related to your project.

24. Sources and Uses Fund Statement / Budget Form Narrative

a. Please list all funding source(s), intended uses, and amounts from your budget form.

Identify if the source is Federal, State, Local, or Private.

- Department of Commerce (State) \$242,500.
- CDBG (this request) (federal) \$200,260.
- City of Longview (local) \$100,000.

All funds will be used for design and construction of the building.

b. Identify which sources are proposed and which sources are committed and your timeline to secure funding.

- | | | |
|----------------------------------|-----------|----------------------------|
| • Department of Commerce (State) | \$242,500 | committed now |
| • CDBG (this request) (federal) | \$200,260 | proposed for November 2020 |
| • City of Longview (local) | \$100,000 | committed for 2021 |

c. Supporting Documentation: List and attach “Sources of Funds” supporting documentation noted under Question #25.

d. Supporting Documentation: List and attach “Uses of Funds” supporting documentation noted under Question #25.

Attachments

25. Required Attachments

- ☒ **Exhibit A. Project Timeline** *(Note: Funding is available in November following project submittal. Please plan accordingly.)*
- ☒ **Exhibit B. Project Budget** *(Note: Show all funding sources and note if they are committed or not committed. List date when commitment will be confirmed.)*
- ☐ **Exhibit C. Project Documentation**
- ☐ **Exhibit D. Operating Proforma (Rental Housing Projects)**
- ☐ **Exhibit E. Marketing Plan (Housing Projects)**
- ☐ **Exhibit F. 5-Year Operations Budget (Community Facilities Only)**
- ☐ **Agency Financial Audit (by e-mail)** *Send in most recent independent audit by email: adamt@mylongview.com*
- ☒ **Detailed Cost Estimates** *Provide Specific costs for project itemized to show project cost analysis*

Exhibit A

Project Timeline

[illegible]

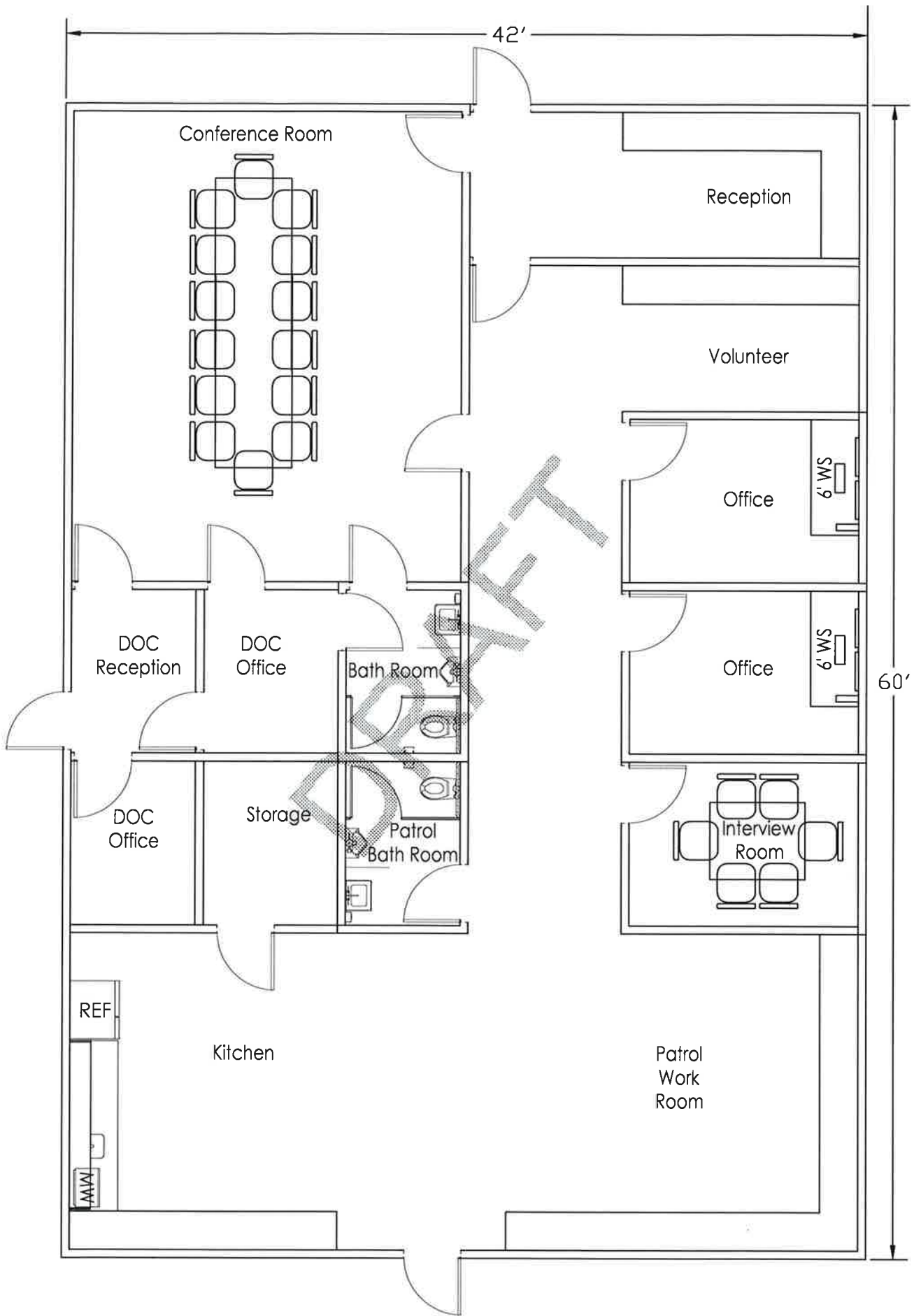
SUBMIT THIS FORM WITH THE APPLICATION

CDBG Budget

Project Duration Months: 12		Source 1	Source 2	Source 3	Source 4	Source 5	Total
	CDBG	Commerce	Longview				
Commitment Dates	2020	2020	2021				
Project Management (Project Manager, Consultant Fees, Subrecipient Fees)							
Architectural Fees		\$40,000.00					\$40,000.00
Engineering Fees	\$10,000.00	\$20,000.00	\$10,000.00				\$40,000.00
Acquisition							
Related Costs & Fees							
Demolition	\$5,000.00	\$5,000.00					\$10,000.00
Relocation							
Architectural Barrier Removal							
Housing Rehabilitation							
Water / Sewer Side Connections							
Sewer Improvements							
Water Improvements							
Street Improvements							
Fire Protection							
Public Facility	\$171,960.00	\$164,900.00	\$83,700.00				\$420,560.00
Community Facility							
Commercial/Industrial Facility							
Economic Development							
Micro Enterprise							
Special ED Activity (loan/grant)							
Comm Based Development Org							
Revolving Loan Fund Program							
Historic Preservation							
Prevent/Eliminate Slum & Blight							
Public Services							
Planning							
Local Match to State/Fed Grant							
Other, List: Permits/Fees							
Other, List							
Other, Sales Tax	\$13,300.00	\$12,600.00	\$6,300.00				\$32,200.00
Contingency							
Total:	\$200,260.00	\$242,500.00	\$100,000.00				\$542,760.00
Date Completed:							

TITLE

BID SCHEDULE A					Engineer's Estimate	
Item No.	Spec.	Item Description	Quantity		Unit Price	Amount
A10		FOUNDATIONS	1	LS	\$ 20,000.00	\$ 20,000
				LS		\$ -
B-10		SUPERSTRUCTURE	1	LS	\$ 30,000.00	\$ 30,000
B-20		EXTERIOR ENCLOSURE	1	LS	\$ 20,000.00	\$ 20,000
B-30		ROOFING	1	LS	\$ 17,000.00	\$ 17,000
C-10		INTERIOR CONSTRUCTION	2500	SF	\$ 40.00	\$ 100,000
C-20		STAIRS				\$ -
C-30		INTERIOR FINISHES	2500	SF	\$ 39.00	\$ 97,500
D-10		CONVEYING				\$ -
D-20		PLUMBING	2,500	SF	\$ 8.00	\$ 20,000
D-30		HVAC	2,500	SF	\$ 15.00	\$ 37,500
D-40		FIRE PROTECTION	2,500	SF	\$ 10.00	\$ 25,000
D-50		ELECTRICAL	2,500	SF	\$ 12.50	\$ 31,250
E-10		EQUIPMENT		LS		\$ -
E-20		FURNISHINGS	1	LS	\$ 10,000.00	\$ 10,000
F-10		SPECIAL CONSTRUCTION				\$ -
F-20		BUILDING DEMOLITION	1	LS	\$ 10,000.00	\$ 10,000
G-10		BUILDING SITEWORK	1	LS	\$ 12,310.00	\$ 12,310
		Sales Tax				\$ -
						\$ 32,200
						\$ -
						\$ -
						\$ -
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		Architect	1	LS	\$ 40,000.00	\$ 40,000
		engineering	1	LS	\$ 40,000.00	\$ 40,000
						\$ -
						\$ -
Subtotal						\$ 542,760







NOTICE OF *Virtual* PUBLIC HEARING
Longview Appeal Board of Adjustment
Tuesday, August 4, 2020, 4:30 pm on Zoom.us

Case No: ABA 2020-5

Applicant: City of Longview, Karl Enyeart, Project Manager, Engineering Dept.

Proposal: Construction of a new 2,500 square foot Longview police satellite office (public safety facility) in Archie Anderson Park in the place of an existing two-story concession stand/announcers booth and parking area.

Location: Archie Anderson Park, 274 22nd Ave, Parcel number 04242.

Request: Special property use permit to locate a public safety facility in the R-4 Residential zone for a police satellite office.

Why You Are Receiving This Notice: You own real property located adjacent to or abutting the property affected by the proposal requesting a special property use permit. The Longview Municipal Code requires all property owners owning real property located adjacent to or abutting a land use proposal subject to a public hearing to be notified of the proposal and of the hearing date, place, and time. Contact: Adam Trimble, Interim Planning Manager 360-442-5092

The associated documents are available for review online at <https://mylongview.box.com/v/ABA2020-5LVPDarchieanderson> and an agenda with a staff report can be found at mylongview.com under 'Agendas & Minutes' by July 29, 2020.

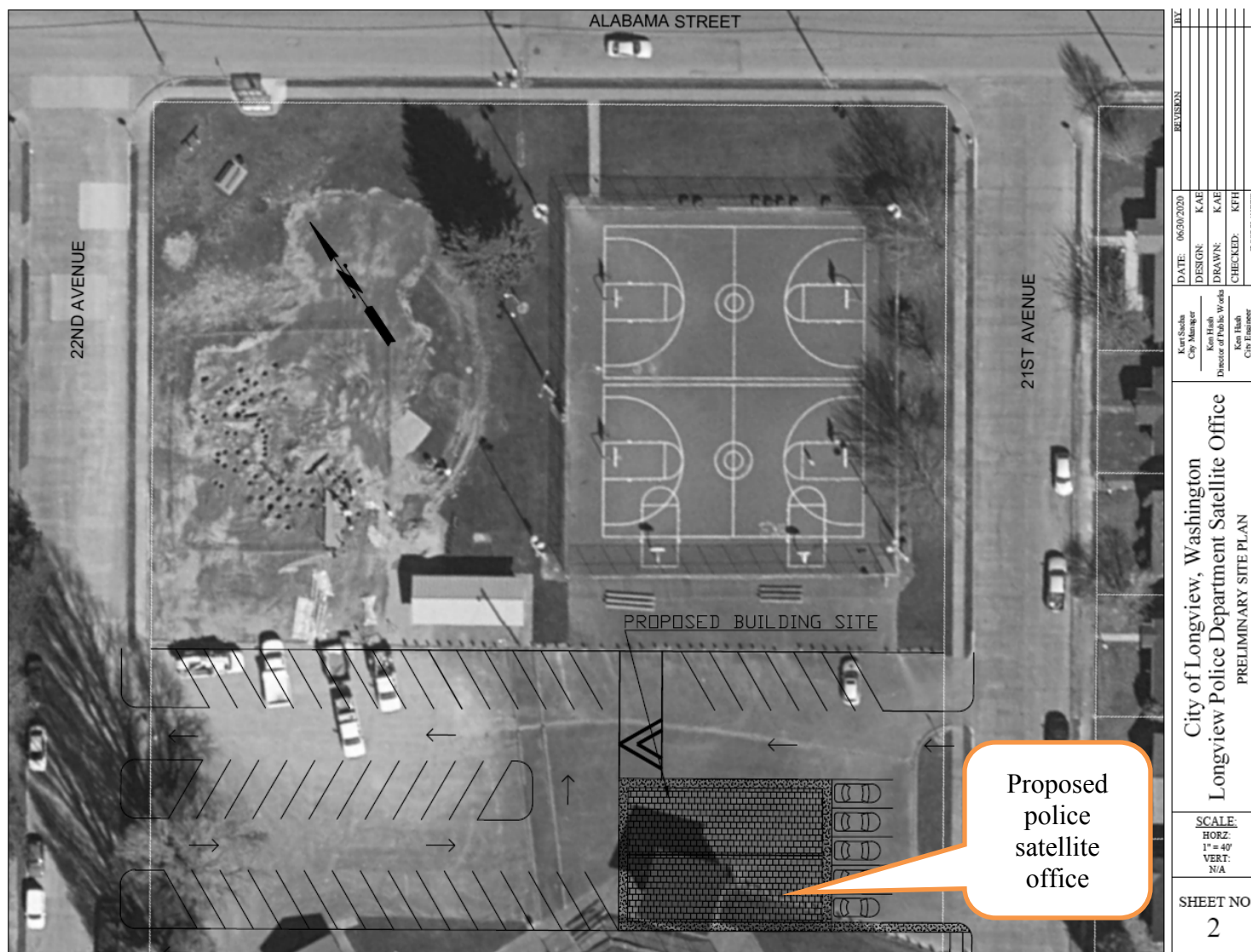
Public Hearing: You are invited to attend the Appeal Board of Adjustment public hearing scheduled for 4:30 P.M. Tuesday, August 4, 2020 on the *virtual* meeting platform Zoom (online or phone-in) where comments may be made by phone or video chat.

A link for joining a virtual meeting will be published with an online agenda by July 7, 2020. Visit mylongview.com under 'Agendas & Minutes'. Public comment can be submitted in advance to adamt@mylongview.com. Please contact the City Clerk's Office at 360-442-5041 for virtual meeting accessibility information. Or go to [Zoom.us/join](https://zoom.us/join) or call 1(253) 215 8782 and use:

Meeting ID: 883 5252 1586 Passcode: 1923

Comments: If you would like to provide comments in writing on this proposal, please submit them **no later than 4:00 p.m. Tuesday, August 4, 2020** to the City of Longview Community Development Department, PO Box 128, Longview, WA 98632, **ATTN: Adam Trimble, Planner**. For electronic submissions, provide your comments along with full name, address and contact information to adamt@mylongview.com **RE: ABA 2020-5.**

Date Mailed:
July 23, 2020





STAFF REPORT
to the
LONGVIEW APPEAL BOARD OF ADJUSTMENT

PRESENTED BY: Adam Trimble, Interim Planning Manager

HEARING DATE: August 4, 2020

APPLICATION NO.: ABA 2020-6

APPLICANT: City of Longview, Ken Hash

PROPERTY OWNER: City of Longview

REQUEST: Variance request to reduce the required front yard setback on Cottonwood Place from 25 feet to 5 feet for a proposed addition to the Longview Fire Station 82 building.

LOCATION: 2355 38th Ave, Longview Fire Station 82.

ASSOCIATED CASES: None.

ZONING DISTRICT: R-1, Residential District

BACKGROUND AND PROPOSAL

Longview Fire Station 82 is on a property that fronts on both 38th Avenue and a cul-de-sac, Cottonwood Place. The original design was for there to be two entrances to the building so the engines could pull through the building from the Cottonwood side. This use of the building was short lived however as the neighborhood objected to fire engines driving down the street dozens of times per day. The fire station property is considered to have two front yards as it faces two streets, known as a double fronting lot. The request is to reduce the required 25' front yard setback on the Cottonwood side to between 5' and 15' for a proposed addition to the station to add more sleeping rooms and a restroom. This will permanently remove the possibility of a drive through garage bay. Exhibit A is the application and Exhibit B is drawings of the proposed addition.

The addition will be roughly flush with furthest projecting part of the station and create a solid façade along the Cottonwood facing side. The dorms and restroom windows will be opaque and or screened. Because of the curve of the cul-de-sac, the nearest point of the addition to the property line if the variance is approved will be 5' and reduce to 15'.

Neighboring land uses include:

North – single family residences.

South – A CDID#1 ditch.

East – Single family residences.

West – Single family residences.

The Comprehensive Plan classification for the property is Low Density Residential.

In accordance with LMC §19.12.090(1), written notice of the public hearing for the Variance request was mailed to the applicant and to the owners of all properties adjacent to or abutting this proposal on Thursday July 23, 2020 [Exhibit C].

Postings and legal notices are not required for Variance requests.

SEPA DETERMINATION

A State Environmental Policy Act checklist was not required.

CRITICAL AREA ORDINANCE REQUIREMENTS

There are no mapped critical areas on the property.

APPLICABLE CODE SECTIONS

Section 19.20.030 provides Density and dimensional standards for the R-1 Residential Zone.

Table 19.20.030-1 provides the density and dimensional standards for each zone. No building, structure or use shall hereafter be erected, constructed or established on a lot that does not meet the requirements for lots as contained in this chapter and for the district in which said lot is located, except for nonconforming lots of record as defined in Chapter [19.09](#) LMC.

Standard	R-1
Minimum lot size (square feet)	6,000; townhouses per PUD approval
Minimum lot frontage/width (feet)	50
Maximum density (units per acre)	6 units
Front yard setback (feet)	25

Standard	
	R-1
Front yard setback (alley-loading) ³	15
Rear yard setback ⁴ (feet)	15
Side yard setback ⁵ (feet)	5
Side yard (street) setback – corner lot, street flanking (feet)	15

LMC 19.12.140 Variance permits – Authority to issue.

The board may authorize the granting of variances from the zoning ordinance of the city, by the building official, where compliance therewith is impractical or impossible. No application for a variance shall be granted unless the board finds:

- (1) The variance will not constitute a grant of special privileges inconsistent with the limitation upon uses of other properties in the vicinity and zone in which the property on behalf of which the application was filed is located; and
- (2) That such variance is necessary, because of special circumstances relating to the size, shape, topography, location, or surroundings of the subject property, to provide it with use rights and privileges permitted to other properties in the vicinity and in the zone in which the subject property is located; and
- (3) That the granting of such variance will not be materially detrimental to the public welfare or injurious to the property or improvements in the vicinity and zone in which the subject property is situated; and
- (4) The need for the variance is not the result of any action taken by the applicant. (Ord. 3122 § 10, 2010; Ord. 1620 § 1, 1973).

STAFF ANALYSIS

The code section cited above requires a 25' front yard setback for the primary building from the property line.

In reviewing LMC §19.12.140, which contains the criteria that shall guide the Board during their review of this petition, staff finds the following:

- (1) The variance will not constitute a grant of special privileges inconsistent with the limitation upon uses of other properties in the vicinity and zone in which the property on behalf of which the application was filed is located; and*

The variance request will allow the property to function as a normal, non-double fronting lot and have a front and rear yard setback. Under the original design with both frontages used for access, the two front yard setbacks would make sense. Under the proposal, the addition will affirm that the Cottonwood Place side of the property is the rear. The required rear yard setback is 15' in the zone. The addition proposed would start 15 feet set back, but encroach to within 5' of the property line due to the curve of the property line and orientation of the existing building. Building designs deal with curved property lines by altering and offsetting the building or applying for a variance where warranted. This opportunity to apply for a variance exists for any lot with special circumstances.

(2) That such variance is necessary, because of special circumstances relating to the size, shape, topography, location, or surroundings of the subject property, to provide it with use rights and privileges permitted to other properties in the vicinity and in the zone in which the subject property is located; and

Staff finds that this lot does experience special circumstances relating to the shape and location of the fire station 82 property. There are very few double-fronting lots in City limits and fewer still that front on a cul-de-sac and have a shape such as 2355 38th Ave, having only a single straight side.

(3) That the granting of such variance will not be materially detrimental to the public welfare or injurious to the property or improvements in the vicinity and zone in which the subject property is situated; and

The request if granted will add a large building mass to the front yard area of the property which is normally a concern for adjacent properties which will have views impeded from windows and driveways where cars will be backing out. In this location on a cul-de-sac the neighboring properties views are all at different angles so the building mass, if approved, will have less impact on visibility of neighboring homes. The driveway impacts are further reduced by the cul-de-sac which has no cross traffic and low traffic volume. The windows on the addition will be shaded or opaque so that privacy can be maintained for the station and neighbors. Any landscaping desired by the neighboring properties to be kept or removed will be taken into account by the project team. Granting the variance will allow for more firefighter personnel to be housed at the station and more flexibility for staffing the station, which contributes positively to the general welfare.

(4) The need for the variance is not the result of any action taken by the applicant.

No action has been taken by the City resulting in the need for this variance request.

STAFF DISCUSSION

The City's Building Official, Fire Marshal, and Public Works Department have had the opportunity to review the Variance request application for 2355 38th Ave.

As of this writing, staff has received no comments on the application.

STAFF FINDINGS

1. The application satisfies the conditions of LMC § 19.12.140, 1-4 for granting a variance as demonstrated in the Staff Analysis section.

RECOMMENDATION

Staff recommends that the Appeal Board of Adjustment adopt the staff analysis and findings and grant a variance to reduce the required front yard setback on Cottonwood Place from 25 feet to between 5 and 15' feet for a proposed addition to the Longview Fire Station 82 building at 2355 38th Ave, parcel 053605124.

EXHIBITS

- A. Variance application.
- B. Applicant's proposed building footprint and profile drawing and a street view.
- C. Notice to Adjacent Property owners.

Staff Report Date: July 28, 2020.



Variance Application

Community Development Department ♦ 1525 Broadway, P.O. Box 128 ♦ Longview, WA 98632 ♦ 360.442.5086/Fax 360.442.5953

Application for a Variance to the Longview Zoning Ordinance (Title 19)

LMC 19.12

Application Number: ABA 2020-6

Related Case Number(s): _____

THIS SECTION FOR OFFICE USE ONLY:

I hereby apply for a **Variance** to the following section of the Longview Municipal Code (LMC):

19.20.030 The reason I am requesting a variance is because: City of Longview Fire Station
82 would like to construct a new addition to the existing building. This new addition will reduce the
Cottonwood Place setback from 25 feet to 5 feet.

at Street: 2355 38th Avenue, City of Longview, Washington.

Lot No. 24A & 25 Block No. _____ Subdivision/Addition: Mint Valley 3

Zoning District: Residential 2

Applicant: City of Longview _____ Phone: (360) 442-5202 _____
(Print All Information)

Contact Name: Ken Hash Fax: _____

Mailing Address: 1525 Broadway Street _____
(Street or PO Box)

City: Longview State: WA Zip: 98632

Is the applicant the property owner? YES NO If not, complete the following section.

Relationship to Owner: Employee

Property Owner: Kurt Sacha Phone: (360) 442-5001 _____
(Print All Information)

Mailing Address: same as above _____
(Street or PO Box)

City: _____ State: _____ Zip: _____

Justification attach additional sheets as necessary:

- a. Describe the physical conditions and circumstances of the property (lot shape, slope, building location, easements, etc.) and how they affect the project for which the variance is being requested: _____

The property has a just over 90 feet of frontage on 38th avenue then border CDID on the south border then 85 feet on the west border with lot 26, a curved border to the 50' radius on Cottonwood Place cul de sac, then lot 24 on the north side. The front of the building is on 38th. The Cottonwood Place frontage consists of gravel surfacing to the sidewalk. No impacts are expected to project property or neighboring properties. _____

- b. Describe how the conditions and circumstances are peculiar to the property, do not apply to other properties in the zoning district, and how a special privilege will not be conferred by granting of the variance: _____

The setback will affect the Cottonwood Place border. This is an interior border and does not affect line of sight for traffic. Both neighboring property borders have vegetation that extends within the setback. Either residence land use should not be affected by the project as it should not affect their view or land use. _____

- c. Describe how literal interpretation of the zoning ordinance affects your rights (ability to use the property):

This lot has front setbacks on either side. This variance will keep one front setback in place (38th street side) and reduce the cottonwood place setback to 5 feet. This lot will have one front and one rear setback as the neighboring lots have. _____

- d. Did any of the conditions and circumstances of the property described above result from your actions?

Yes ☐

No ☒

Explain: _____

- e. Explain how the requested variance is the minimum necessary to make reasonable use of the property:

If this variance is not granted an alternative design will require a substantial increase in project cost. _____

- f. Explain how the requested variance will be in harmony with the purpose and intent of the zoning ordinance, will not be injurious to the neighborhood, or detrimental to the public welfare: _____

This variance will allow for the existing building to extend its roof line down to its projected limit and not change the existing property use. _____

NOTICE TO APPLICANT:

According to the Longview Municipal Code, the Appeal Board of Adjustment may authorize the granting of a variance to the zoning ordinance where compliance with the requirements of the zoning ordinance are impractical or impossible. No application for a variance shall be granted unless the Board finds:

1. The variance will not constitute a grant of special privileges inconsistent with the limitation upon uses of other properties in the vicinity and zone in which the subject property is located; and
2. That such variance is necessary, because of special circumstances relating to the size, shape, topography, location or surroundings of the subject property, to provide it with use rights and privileges permitted to other properties in the vicinity and in the zone in which the subject property is located; and
3. That the granting of the variance(s) requested will not be materially detrimental to the public welfare or injurious to the property or improvements in the vicinity and zone in which the subject property is situated.
4. The need for the variance is not the result of any action taken by the applicant.

FILING FEES:

Public Hearing Fee: Per LMC 19.06.060

SEPA Review Fee: Per LMC 17.02.070

Total Fees: \$

Comments:

LONGVIEW APPEAL BOARD OF ADJUSTMENT:

Public Hearing Scheduled: Date: 4:30 PM

Comments:

FOR STAFF USE:

..... Legal Description of Property.

..... Site Plan and/or building elevations, floor plans.

..... Copy of Deed Restrictions and Restrictive Covenants (CCR's).

..... Responses to the justification section addressing the nature of and reason for the variance, and information demonstrating that the requested variance conforms to the requirements contained in LMC 19.12.140.

..... Certificate of Appropriateness issued by the Historic Preservation Commission, if applicable.

Comments:

NOTES TO APPLICANT/OWNER:

1. If the Appeal Board of Adjustment or City Staff determine that additional and/or revised information is needed, and/or if other unforeseen circumstances arise, any dates outlined for processing the application may be rescheduled by the City.
2. All items shall be completed as determined by the Community Development Department prior to the application being deemed complete for processing.
3. All costs incurred by the City in reviewing this application shall be paid prior to any public hearings.
4. The applicant or authorized representative must attend the Appeal Board of Adjustment public hearing.

Comments: _____

SIGNATURES:

I/we understand that if it is determined the application is not complete, the City shall immediately reject the application and identify in writing what is needed to make the application complete for a public hearing. No public hearings will be scheduled on this application until all outstanding issues have been resolved and the application is considered complete.

I/we agree that the City of Longview staff may enter upon the subject property at any reasonable time to consider the merits of the application, to make assessments, take photographs and to post public hearing notices.

The information provided is "said to be true under penalty of perjury by the Laws of the State of Washington."

Signature of Applicant: _____

Date: 7.22.2020

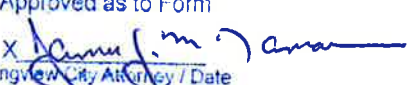
Signature of Property Owner: _____

Date: 7.22.2020

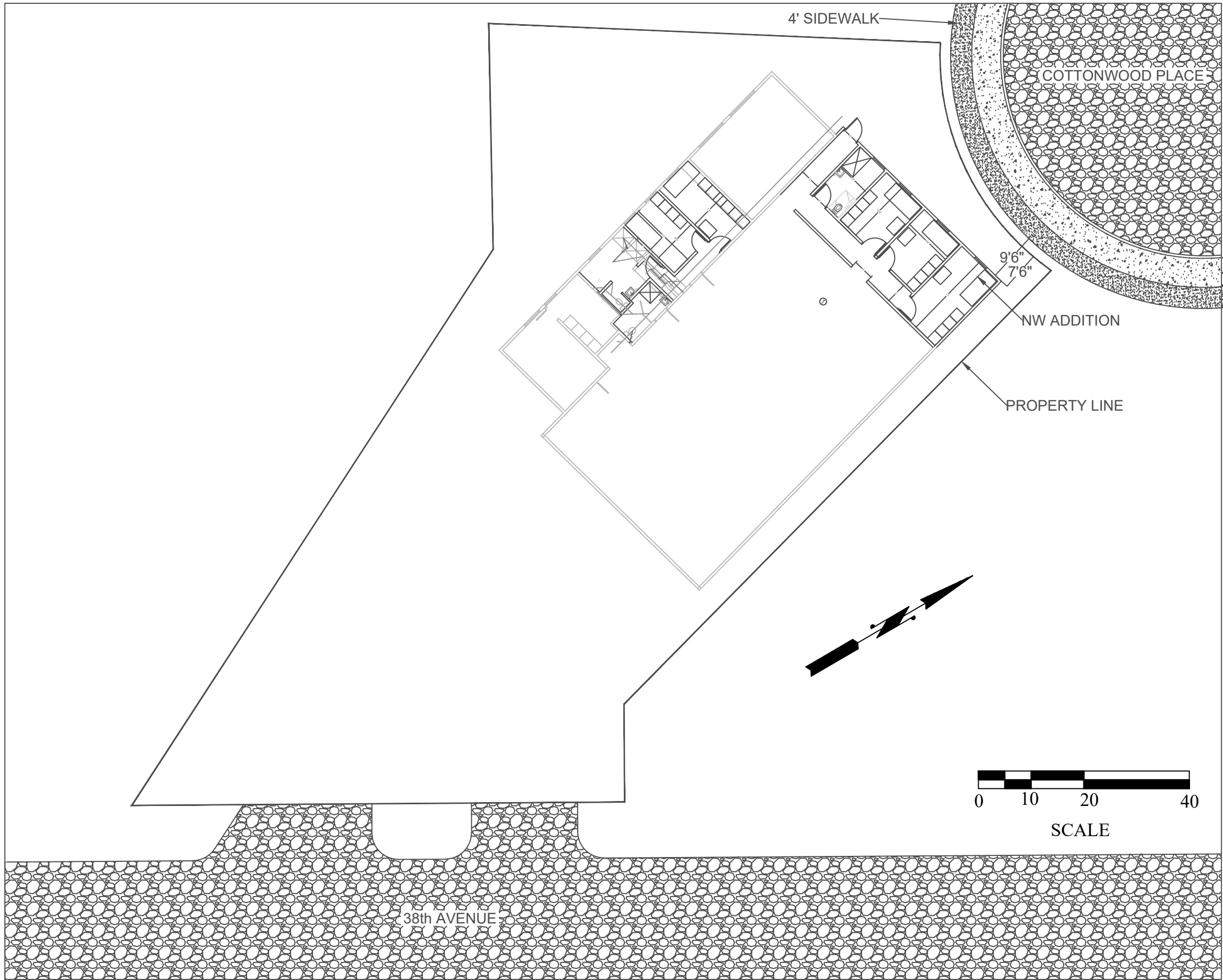
Signature of Property Owner: _____

(If different than property owner)

Date: _____

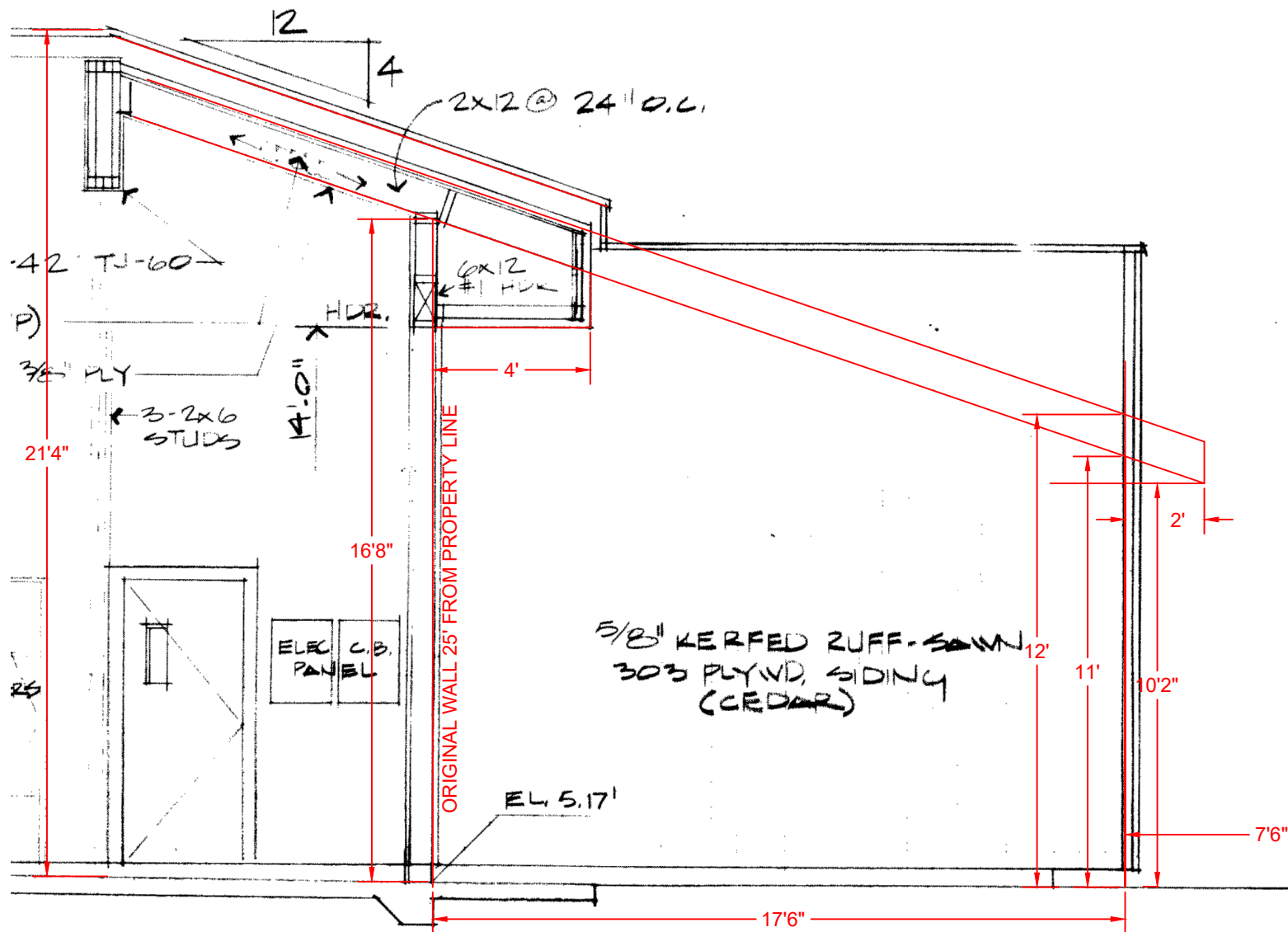
Approved as to Form
X 
Longview City Attorney / Date





City of Longview, Washington Fire Station 82 Remodel SITE PLAN FOR VARIANCE		Kurt Sacha City Manager Jeff D. Cameron Director of Public Works Ken Hash City Engineer	DATE: 06/16/2020	REVISION	BY
			DESIGN: KAE		
			DRAWN: KAE		
			CHECKED: KFH		
			STATION 82.DWG		

SCALE: HORZ: AS NOTED VERT: AS NOTED	SHEET NO. 1	PROJECT NUMBER N/A
---	-----------------------------------	---



dr

date
Aug 78

PROPERTY LINE



NOTICE OF *Virtual* PUBLIC HEARING
Longview Appeal Board of Adjustment
August 4, 2020, 4:30 pm on Zoom.us

Case No: ABA 2020-6

Applicant: City of Longview, Ken Hash, Public Works Director

Request: Variance request to reduce the required front yard setback on Cottonwood Place from 25 feet to 5 feet for a proposed addition to the Longview Fire Station 82 building.

Location: 2355 38th Ave, Longview Fire Station 82.

Why You Are Receiving This Notice: You own real property located adjacent to or abutting the property requesting a variance. The Longview Municipal Code requires all property owners owning real property located adjacent to or abutting a land use proposal subject to a public hearing to be notified of the proposal and of the hearing date, place, and time. Contact: Adam Trimble, Planner 360-442-5092

Copies of the associated documents are available for review online at mylongview.com under 'Agendas & Minutes' by July 29, 2020.

Comments: If you would like to provide comments in writing on this proposal, please submit them **no later than 4:00 p.m. Tuesday, August 4, 2020** to the City of Longview Community Development Department, PO Box 128, Longview, WA 98632, **ATTN: Adam Trimble, Planner**. For electronic comments, provide your comments along with full name, address and contact information to adamt@mylongview.com **RE: ABA 2020-6**

Public Hearing: You are invited to attend the Appeal Board of Adjustment public hearing scheduled for 4:30 P.M. Tuesday, August 4, 2020 on the virtual meeting platform Zoom (online or phone-in) and express your position on this request.

A link for joining a virtual meeting will be published with an online agenda by July 29, 2020. Visit mylongview.com under 'Agendas & Minutes'. Public comment can be submitted in advance to adamt@mylongview.com Please contact the City Clerk's Office at 360-442-5041 for virtual meeting accessibility information. Or go to [Zoom.us/join](https://zoom.us/join) or call 1(253) 215 8782 and use: Meeting ID: 883 5252 1586 Passcode: 1923

Attachment: Aerial photo with notation. Notice mailed July 23, 2020

Property location: 2355 38th Ave



The fire station property is considered to have two front yards as it faces two streets. The request is to reduce the required 25' front yard setback on the Cottonwood side to between 5' and 15' for a proposed addition to add more sleeping rooms and a restroom.

What the Longview municipal code allows:

19.12.140 Variance permits – Authority to issue.

The [Appeal Board of Adjustment] may authorize the granting of variances from the zoning ordinance of the city, by the building official, where compliance therewith is impractical or impossible. No application for a variance shall be granted unless the board finds:

- (1) The variance will not constitute a grant of special privileges inconsistent with the limitation upon uses of other properties in the vicinity and zone in which the property on behalf of which the application was filed is located; and
- (2) That such variance is necessary, because of special circumstances relating to the size, shape, topography, location, or surroundings of the subject property, to provide it with use rights and privileges permitted to other properties in the vicinity and in the zone in which the subject property is located; and
- (3) That the granting of such variance will not be materially detrimental to the public welfare or injurious to the property or improvements in the vicinity and zone in which the subject property is situated; and
- (4) The need for the variance is not the result of any action taken by the applicant. (Ord. 3122 § 10, 2010; Ord. 1620 § 1, 1973).