



City of Longview

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

Minutes

Agenda

This is a virtual public meeting. Attend the Zoom Meeting using the link below or call in using the phone numbers given.

<https://us02web.zoom.us/j/89240177116?pwd=c09jSFYuYkNFSTg4aml4VnpqVmpTdDz09>

Meeting ID: 892 4017 7116

Passcode: 1923

253 215 8782 US (Tacoma)

February 3, 2021 Planning Commission Meeting

1. ROLL CALL

Chairman Collins called the meeting to order at 7:00 p.m.

Present: Member Craig Collins, Member Trey Davis, Member Bill Josh, Member Ramona Leber, Member Kalei LaFave, Member Stacey Dalgarno

Absent: Member Shawn Marvin

Staff Present: Ken Hash, Public Works Director; Steve Schuman, Assistant City Attorney; Adam Trimble, Planner; Sam Barham, Engineer; Karl Enyeart, Engineer; Lisa Vertrees, Administrative Assistant

3. APPROVAL OF MINUTES

21-000563 MINUTES OF THE JANUARY 20, 2021 SPECIAL MEETING

A motion was made by Member Ramona Leber, seconded by Member Stacey Dalgarno, to Approve the Planning Commission special meeting minutes of January 20, 2021. The motion carried by the following vote:

Ayes: Member Craig Collins, Member Trey Davis, Member Bill Josh, Member Ramona Leber, Member Kalei LaFave, Member Stacey Dalgarno
Nays: None

4. AUDIENCE PARTICIPATION OF CORRESPONDENCE

Mary Craig, citizen and food truck owner, was in attendance.

5. DECLARATION OF EX-PARTE COMMUNICATIONS AND APPEARNESS OF FAIRNESS

Waived

2. PUBLIC HEARINGS

None at this time.

7. NON-PUBLIC HEARING ITEMS

20-000562 PC 2020-5 WORKSHOP ON CODE AMENDMENTS FOR FOOD TRUCKS/MOBILE VENDORS

RECOMMENDED ACTION: Review and provide direction to staff on the amended code. Set a public hearing for March 3, 2021 if ready.

*Draft code language was provided prior to the meeting.
Mr. Trimble gave an on-screen presentation.*

Five scenarios were presented and discussed:

1. Sidewalk vending

Can be handled administratively with a form, with the vendor being required to obtain acknowledgement from neighboring brick and mortar restaurants.

The Planning Commission agreed.

2. On-Street Parking

Mobile food units in the public right-of-way. The Planning Commission agreed to allowing vendors to choose spaces they'd like to occupy, with the permission of any brick and mortar restaurants within 50 feet of the ROW spot. Mr. Trimble will also take this option to the Downtown Advisory Committee for their input.

3. Food Trucks temporary uses (vending from private property)

Amend the Seasonal Sales code to include mobile food vendors. Each site would require an annual permit (ie: \$60). Permit as a temporary use outright, with no notification required to neighboring businesses as the sites are on private property. Permit fees may be limiting to vendors as to how many sites they could choose. The Planning Commission agrees food trucks should be allowed in the neighborhood commercial zones, but hold off on amending the zone for the Civic Center district.

4. Food Trucks permanently located on private property, or Food Truck Pods

The main change is allowing pods in more zones. They require a Special Property Use permit in pedestrian and office type commercial zones. Special Property Use permits do require a public hearing, but it does give neighboring businesses a chance to comment. Planning Commission agreed with staff recommendations.

5. Special Events

No proposed changes. This did bring up the idea of a food truck "rally", or invited gathering. Discussion involved site review, temporary use permits, allowing a certain number of occurrences that would not require a permit. Staff will discuss with the Health Department and do more research on this type of event.

Planning Commission would like to see a final draft of the proposed code amendments/changes prior to the public hearing.

A motion was made by Member Ramona Leber, seconded by Member Bill Josh, to set a public hearing for code amendments for food trucks/mobile vendors for the next regular Planning Commission meeting March 3, 2021. The motion carried by the following vote:

Ayes: Member Craig Collins, Member Trey Davis, Member Bill Josh, Member Ramona Leber, Kalei LaFave, Stacey Dalgarno

Nays: None

6. OTHER BUSINESS

Mr. Trimble presented a proposed site map for a possible manufactured home park. This is a preview only but will require a binding site plan approved by the Planning Commission if the project moves forward.

8. PLANNER'S REPORT

A pre-app meeting has been scheduled with a developer for townhouse style multi-family units in an area already zoned multi-family.

21-000564 PROPOSED MANUFACTURED HOME PARK 5600 BLOCK OCEAN BEACH HWY

Staff will preview an upcoming project requiring review by the Planning Commission. It is still in the staff review phase and changes may occur.

9. ADJOURNMENT

The next regular Planning Commission meeting is scheduled for March 3, 2021 at 7 p.m.

With no further business to discuss, the meeting adjourned at 9:00 p.m.

Lisa Vertrees, Recorder