



City of Longview

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

City Council

*Mayor MaryAlice Wallis
Mayor Pro Tem Michael Wallin
Council Member Ruth Kendall
Council Member Chet Makinster
Council Member Steve Moon
Council Member Christine Schott
Council Member Hillary Strobel*

Thursday, May 27, 2021

7:00 PM

Virtual Meeting

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the City Council of the City of Longview, Washington, will conduct a virtual Zoom meeting on Thursday, May 27th, at 7:00 p.m.

For information about Zoom accessibility, please contact the City Clerk's Office at 360-442-5041.

Please click the link below to join the meeting:

<https://us02web.zoom.us/j/81671275511>

Telephone options (you may need to try more than one number if you receive a busy signal):

Dial any of the following numbers:

1-253-215-8782
1-669-900-6833
1-346-248-7799
1-408-638-0968
1-646-876-9923
1-301-715-8592
1-312-626-6799

Meeting ID: 816 7127 5511

1. CALL TO ORDER
2. INVOCATION*/FLAG SALUTE
3. ROLL CALL

4. APPROVAL OF MINUTES

21-000760 MAY 13, 2021 REGULAR MEETING MINUTES

5. CHANGES TO THE AGENDA**6. PRESENTATIONS & AWARDS**

21-000753 PROCLAMATION: NATIONAL POPPY DAY ~ MAY 28, 2021

RECIPIENT: CHERYL REDING, REGISTRAR / SGT. OF ARMS, AMERICAN LEGION
AUXILIARY

21-000752 LIBRARY ANNUAL REPORT

7. CONSTITUENTS' COMMENTS (Thirty Minutes)**8. FOLLOW-UP TO PAST CONSTITUENTS' COMMENTS****9. PUBLIC HEARINGS**

21-000759 CANCELLED PUBLIC HEARING: THE ALLOCATION OF CDBG CV-2 FUNDS FROM THE
DEPARTMENT OF COMMERCE TO ADDRESS IMPACTS OF COVID-19 WILL BE HELD AT
A FUTURE MEETING

10. BOARD & COMMISSION RECOMMENDATIONS

21-000754 PLANNING COMMISSION RECOMMENDATION- ZONE TEXT AMENDMENT TO ALLOW
OUTDOOR CONTINUOUS ENTERTAINMENT USES IN THE MIXED USE
COMMERCIAL/INDUSTRIAL DISTRICT

RECOMMENDED ACTION:
MOTION TO DIRECT THE CITY ATTORNEY TO PREPARE AN ORDINANCE FOR THE
AMENDMENT.

11. ORDINANCES & RESOLUTIONS

21-000756 ORDINANCE NO. 3444: ADOPTING A REZONE FOR 5 PROPERTIES AND
COMPREHENSIVE PLAN MAP AMENDMENT FOR 4 PROPERTIES IN THE 800 BLOCK OF
18TH AVE.

RECOMMENDED ACTION:
MOTION TO ADOPT ORDINANCE NO. 3444.

12. MAYOR'S REPORT**13. COUNCILMEMBERS' REPORTS****14. CONSENT CALENDAR**

21-000755 SET PUBLIC HEARING – 2022-2027 SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AND RIVERCITIES TRANSIT PROGRAM OF PROJECTS (POP)

RECOMMENDED ACTION:

MOTION TO SET THE CITY COUNCIL MEETING ON JUNE 24, 2021, AS THE DATE AND TIME FOR A PUBLIC HEARING ON THE 2022-2027 SIX-YEAR TIP/POP

21-000757 SET PUBLIC HEARING FOR 2021 HOME AND CDBG ALLOCATIONS FOR JUNE 10 2021. THE CITY HAS BEEN ALLOCATED \$333,767 IN CDBG FUNDS AND THE LONGVIEW-KELSO HOME CONSORTIUM HAS BEEN ALLOCATED \$366,284 IN HOME PROGRAM FUNDS.

RECOMMENDED ACTION:

SET A PUBLIC HEARING FOR JUNE 10, 2021 TO ALLOCATE THE FUNDS AND ADOPT THE 2021 ANNUAL ACTION PLAN.

21-000761 APPROVAL OF CLAIMS

**1ST HALF MAY 2021 ACCOUNTS PAYABLE
1ST HALF MAY 2021 PAYROLL**

15. CITY MANAGER'S REPORT

21-000758 SET PUBLIC HEARING ON DRAFT HUD CONSOLIDATED PLAN UPDATE, PART 1 OF 2: HOUSING AND COMMUNITY DEVELOPMENT NEEDS SECTION, FOR JUNE 10, 2021.

RECOMMENDED ACTION:

SET A PUBLIC HEARING ON THE DRAFT MARKET ANALYSIS AND NEEDS ASSESSMENT SECTIONS OF THE 5 YEAR HUD CONSOLIDATED PLAN UPDATE.

16. MISCELLANEOUS

21-000763 EXECUTIVE SESSION: REAL ESTATE MATTER

17. ADJOURNMENT

*** Any invocation that may be offered at the Council meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Council,**

and the Council does not endorse the religious beliefs or views of this, or any other speaker.

NEXT REGULAR COUNCIL MEETINGS:

THURSDAY, JUNE 10, 2021 - 7:00 P.M.

THURSDAY, JUNE 24, 2021 - 7:00 P.M.

NEXT COUNCIL WORKSHOPS:

THURSDAY, JUNE 24, 2021 - 6:00 P.M. UPDATE ON HOSWWA ACTIVITIES



City of Longview

1525 Broadway
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Minutes

City Council

Mayor MaryAlice Wallis
Mayor Pro Tem Michael Wallin
Council Member Ruth Kendall
Council Member Chet Makinster
Council Member Steve Moon
Council Member Christine Schott
Council Member Hillary Strobel

Thursday, May 13, 2021

7:00 PM

Virtual Meeting

1. **CALL TO ORDER**

Mayor Wallis called the meeting to order at 7:00 p.m.

2. **INVOCATION*/FLAG SALUTE**

3. **ROLL CALL**

Present: Mayor Wallis, Councilmember Kendall, Councilmember Makinster, Councilmember Strobel, Councilmember Moon, Councilmember Schott, Mayor Pro Tem Wallin

Absent: None

Staff Present: City Manager Kurt Sacha; City Attorney Jim McNamara; City Clerk Kaylee Cody; Deputy City Clerk Kassi Mackie; Public Works Director/Interim Community and Economic Development Director Ken Hash; Interim Planner Adam Trimble; Parks & Recreation Director Jen Wills; Fire Chief Jim Kambeitz; Police Chief Robert Huhta; Human Resources Director Chris Smith; Administrative Services Director Kris Swanson

4. **APPROVAL OF MINUTES**

21-000702 APRIL 22, 2021 6:00 P.M. WORKSHOP MINUTES
APRIL 22, 2021 REGULAR MEETING MINUTES
APRIL 22, 2021 7:30 P.M. WORKSHOP MINUTES

On a motion duly made and passed, the reading of the minutes, copies of which had been submitted to the Mayor and members of the City Council, was waived and the minutes were approved as if read.

5. **CHANGES TO THE AGENDA**

6. PRESENTATIONS & AWARDS**21-000706 PROCLAMATION: HISTORIC PRESERVATION MONTH - MAY 2021**

RECIPIENT: NAT LIGHT, HISTORIC PRESERVATION COMMISSIONER

Mayor Wallis presented the proclamation to Nat Light, who accepted on behalf of the Historic Preservation Committee.

21-000729 PROCLAMATION: NATIONAL POLICE WEEK MAY 9-15, 2021

RECIPIENT: CHAPLAIN MARIO GAMBARO

Mayor Wallis presented the proclamation to Chaplain Mario Gambaro, who accepted on behalf of the Cowlitz County Chaplaincy.

7. CONSTITUENTS' COMMENTS (Thirty Minutes)**8. FOLLOW-UP TO PAST CONSTITUENTS' COMMENTS****9. PUBLIC HEARINGS****21-000721 PUBLIC HEARING – 2ND AMENDMENT TO THE 2021 - 2026 SIX YEAR TRANSPORTATION IMPROVEMENT PLAN (TIP) AND RIVERCITIES TRANSIT PROGRAM OF PROJECTS (POP)**

RECOMMENDED ACTION:
CONDUCT THE PUBLIC HEARING

Mayor Wallis opened the public hearing at 7:21 p.m.

Public Works Director Ken Hash presented.

Dave Fine provided public comment.

Spencer Boudreau provided public comment.

Mayor Wallis closed the public hearing at 7:30 p.m.

21-000722 RESOLUTION NO. 2360 - ADOPT AMENDMENT #2 OF THE 2021 - 2026 SIX YEAR TRANSPORTATION IMPROVEMENT PLAN (TIP) AND RIVERCITIES TRANSIT PROGRAM OF PROJECTS

RECOMMENDED ACTION:
MOTION TO ADOPT RESOLUTION NO. 2360

A motion was made by Councilmember Strobel, seconded by Councilmember Makinster, to adopt Resolution No. 2360. The motion carried unanimously.

10. BOARD & COMMISSION RECOMMENDATIONS

21-000727 PLANNING COMMISSION RECOMMENDATION TO APPROVE THE REZONING OF 5 RESIDENTIAL PROPERTIES AS RECOMMENDED BY STAFF AND REQUESTED BY PEACEHEALTH/ST JOHN HOSPITAL, IN THE 800 BLOCK OF 18TH AVE FROM R-1 TO R-4, AND AMEND THE FUTURE LAND USE MAP FROM LOW DENSITY TO PUBLIC/QUASI-PUBLIC/INSTITUTIONAL FOR 4 OF THE PROPERTIES

RECOMMENDED ACTION:

MOTION TO DIRECT THE CITY ATTORNEY TO PREPARE AN ORDINANCE FOR ADOPTION OF THE CHANGES.

A motion was made by Councilmember Makinster, seconded by Mayor Pro Tem Wallin, to direct the City Attorney to prepare an ordinance for adoption of the changes. The motion carried unanimously.

11. ORDINANCES & RESOLUTIONS

21-000730 ORDINANCE NO. 3443: AN ORDINANCE OF THE CITY OF LONGVIEW, WASHINGTON AMENDING LMC 7.29.060 REGARDING HOSTED HOMELESS ENCAMPMENTS

RECOMMENDED ACTION:

MOTION TO ADOPT ORDINANCE NO. 3443.

Dexter Kearny from Longview provided public comment.

Liz Kearny from Longview provided public comment.

Allison Mattocks from Longview provided public comment.

Kaos Lord from Longview provided public comment.

Rhonda Walker from Longview provided public comment.

Michael O'Neill from Longview provided public comment.

Hollie from Longview provided public comment.

Spencer Boudreau from Longview provided public comment.

Angela Day from Longview provided public comment.

Darcy from Longview provided public comment.

Teresa Purcell from Longview provided public comment.

Robert Mumford from Longview provided public comment.

John Melink from Longview provided public comment.

Kalei LaFave from Longview provided public comment.

Cassie Cady from Longview provided public comment.

Summer O'Neill from Longview provided public comment.

Tom from Longview provided public comment.

A motion was made by Councilmember Kendall, seconded by Councilmember Strobel, to adopt Ordinance No. 3443. The motion passed by the following vote:

Ayes: Councilmember Schott, Councilmember Strobel, Councilmember Kendall, Councilmember Moon

Nays: Councilmember Makinster, Mayor Pro Tem Wallin, Mayor Wallis

21-000731 RESOLUTION NO. 2361: A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN INTERLOCAL AGREEMENT WITH COWLITZ COUNTY FOR A HOSTED HOMELESS ENCAMPMENT PILOT PROJECT

RECOMMENDED ACTION:

MOTION TO ADOPT RESOLUTION NO. 2361 AUTHORIZING THE CITY MANAGER TO ENTER INTO AN INTERLOCAL AGREEMENT WITH COWLITZ COUNTY FOR A HOSTED HOMELESS ENCAMPMENT PILOT PROJECT.

Liz Kearny provided public comment.

Dexter Kearny provided public comment.

Darcy provided public comment.

Allison Mattocks provided public comment.

Marilyn Melville-Irvine provided public comment.

Hollie provided public comment.

Rhonda Walker provided public comment.

Michael O'Neill provided public comment.

Teresa Purcell provided public comment.

Cassie Cady provided public comment.

Robert Mumford provided public comment.

Spencer Boudreau provided public comment.

Kalei LaFave provided public comment.

Shawn provided public comment.

A motion was made by Councilmember Strobel, seconded by Councilmember Schott, to adopt Resolution No. 2361. The motion passed by the following vote:

Ayes: Councilmember Kendall, Councilmember Moon, Councilmember Schott, Councilmember Strobel

Nays: Mayor Pro Tem Wallin, Mayor Wallis, Councilmember Makinster

21-000709 RESOLUTION NO. 2359: DISPOSAL OF FIRE SURPLUS PROPERTY

RECOMMENDED ACTION:

MOTION TO APPROVE RESOLUTION NO. 2359

A motion was made by Mayor Pro Tem Wallin, seconded by Councilmember Schott, to adopt Resolution No. 2359. The motion carried unanimously.

21-000725 RESOLUTION 2362: DISPOSAL OF POLICE SURPLUS PROPERTY

RECOMMENDED ACTION:

MOTION TO ADOPT RESOLUTION NO. 2362.

A motion was made by Councilmember Makinster, seconded by Councilmember Schott, to adopt Resolution No. 2362. The motion carried unanimously.

12. MAYOR'S REPORT

Mayor Wallis provided a verbal report.

13. COUNCILMEMBERS' REPORTS

Councilmember Strobel provided a verbal report.

Mayor Pro Tem Wallin provided a verbal report.

Councilmember Kendall provided a verbal report.

Councilmember Makinster provided a verbal report.

14. CONSENT CALENDAR

A motion was duly made and passed approving the items on the Consent Calendar as though acted on individually.

21-000703 APPROVAL OF CLAIMS

**SECOND HALF APRIL ACCOUNTS PAYABLE
SECOND HALF APRIL PAYROLL**

21-000723 BID REVIEW – OREGON WAY PAVEMENT REHABILITATION**RECOMMENDED ACTION:**

MOTION TO ACCEPT THE LOW BID AND AWARD TO ADVANCED EXCAVATING SPECIALISTS, LLC IN THE AMOUNT OF \$960,000.00

21-000726 REQUEST TO SET A PUBLIC HEARING TO ALLOCATE WASHINGTON STATE DEPARTMENT OF COMMERCE CDBG CV-2 GRANT FUNDS FOR COVID-19 RELIEF.**RECOMMENDED ACTION:**

SET A PUBLIC HEARING FOR MAY 27, 2021 TO ALLOCATE \$83,013 CDBG-CV2 COVID RELIEF FUNDS.

15. CITY MANAGER'S REPORT**21-000724 RESOLUTION NO 2363: REQUEST TO ENTER INTO A DEVELOPER AGREEMENT WITH COLUMBIA FORD CHRYSLER HYUNDAI INC. REGARDING THE SEPA MITIGATION FOR THE LONGVIEW BUSINESS PARK BINDING SITE PLAN****RECOMMENDED ACTION:**

MOTION TO ADOPT RESOLUTION NO. 2363 AUTHORIZING THE CITY MANAGER TO ENTER INTO A DEVELOPMENT AGREEMENT WITH COLUMBIA FORD CHRYSLER HYUNDAI INC. FOR THE SEPA MITIGATION FOR THE BINDING SITE PLAN FOR THE LONGVIEW BUSINESS PARK

A motion was made by Councilmember Makinster, seconded by Councilmember Moon, to adopt Resolution No. 2363. The motion carried unanimously.

21-000711 REQUEST FOR CITY COUNCIL TO AUTHORIZE USE OF CDBG CARES ACT FUNDS TO ADDRESS IMPACTS FROM COVID-19 FOR MORTGAGE PAYMENT ASSISTANCE IN ADDITION TO RENT, UTILITY BILL AND DEPOSIT ASSISTANCE ALREADY APPROVED TO ASSIST QUALIFYING LOW INCOME RESIDENTS. WITH APPROVAL FROM COUNCIL, THE CITY WILL ALLOCATE \$168,737 IN REMAINING CDBG CV-3 CARES ACT FUNDS TO THE LOWER COLUMBIA COMMUNITY ACTION COUNCIL EMERGENCY PAYMENTS GRANT PROGRAM, TO PREVENT HOMELESSNESS AND ALLEVIATE IMPACTS DUE TO THE PANDEMIC.**RECOMMENDED ACTION:**

MOTION TO APPROVE USE OF CARES ACT CDBG FUNDS FOR MORTGAGE PAYMENT ASSISTANCE FOR QUALIFYING LOW INCOME HOUSEHOLDS TO PREVENT FORECLOSURE/HOMELESSNESS, AND ALLOCATE \$168,737 IN REMAINING CARES ACT FUNDS TO THE LOWER COLUMBIA COMMUNITY ACTION COUNCIL EMERGENCY PAYMENTS GRANT PROGRAM.

A motion was made by Councilmember Strobel, seconded by Councilmember Schott, to approve the use of cares act CDBG Funds for mortgage payment assistance for qualifying low income households to prevent foreclosure/homelessness, and allocate \$168,737 in remaining cares act funds to the Lower Columbia Community Action Council Emergency Payments Grant Program. The motion carried unanimously.

16. MISCELLANEOUS

21-000704 EXECUTIVE SESSION: COLLECTIVE BARGAINING

Mayor Wallis recessed the regular meeting and called the executive session to order at 11:00 p.m.

Mayor Wallis adjourned the executive session at 11:42 p.m. and reconvened the regular meeting.

17. ADJOURNMENT

The meeting adjourned at 11:42 p.m.

*Kaylee Cody
City Clerk*

*Approved: _____
Mayor*

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**NEXT REGULAR COUNCIL MEETINGS:
THURSDAY, MAY 27, 2021 - 7:00 P.M.
THURSDAY, JUNE 10, 2021 - 7:00 P.M.**

**NEXT COUNCIL WORKSHOPS:
THURSDAY, JUNE 10, 2021 - 6:00 P.M. UPDATE ON HOSWWA ACTIVITIES**

Proclamation

City of Longview, Washington



National Poppy Day ~ May 28, 2021

WHEREAS, the sacrifices of those who have lost their lives, their health or their livelihood as a result of their military service are rightly the concern of all citizens; and

WHEREAS, the annual distribution of the red poppies by the American Legion Auxiliary offers an opportunity for the people of this community to acknowledge those persons who have paid more than their share of the cost of freedom; and

WHEREAS, poppies are made by disabled veterans and the proceeds of this worthy fund-raising campaign are used exclusively for the benefit of disabled and needy veterans and their families, and the widows and orphans of deceased veterans;

NOW, THEREFORE, I, MaryAlice Wallis, Mayor of the City of Longview, do hereby proclaim May 28th, 2021 as "National Poppy Day" in the City of Longview, and I urge the citizens of this community to recognize the merits of this cause by contributing to its support through the donation of funds for poppies in appreciation for the sacrifices of our honored dead.

I further urge all patriotic citizens to wear a poppy on May 28th and 29th 2021, as just evidence of our gratitude for the men and women of this country who have risked their lives in fulfilling their obligations as American citizens.

In witness whereof, I have hereunto set my hand and caused the seal of the City of Longview to be affixed this 27th day of May 2021.

MaryAlice Wallis, Mayor



City of Longview

Agenda Summary

LIBRARY ANNUAL REPORT

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Address quality of place.

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

This is the annual report from the Library Department.

STAFF CONTACT:

Chris Skaugset, Library Director

Attachments:

1. Library Pandemic Year Report

LONGVIEW PUBLIC LIBRARY

a pandemic year



MARCH 2020 - MARCH 2021

Dear Longview Public Library Staff,

You've done an excellent job during these difficult times. Being able to check out/return books has been **one of the highlights of my COVID-19-life!**

Thank you for having open hours recently. Just walking into the beautiful library building makes my heart happy!

Thanks for [the YouTube video reading of] Whitman's Leaves of Grass; **I never appreciated or understood it before** listening to this reading. Best wishes to all of you till we meet again.

As we were pulling up to the [Drive-Thru] door, my oldest (3.5. yrs.) exclaimed **"this is my favorite place... and the zoo!"** To rank on par with the zoo is a huge compliment in her book.

Summer craft packets and the adult reading program last summer 2020 absolutely **improved our COVID experience 100%**. Thank you all for continuing to put these programs together.

Thank you to you and your team for putting together this [kids book club] meeting. [My child] has looked forward to these events every month while we were able to meet in person. She was just as excited for the Zoom meeting... I wanted you to know that it did make a difference... **it brought a huge smile to her face.**

Thank you for all your staff has been doing for the last year to help us "readers" get our book fix. The effort you have all put into making the adjustments needed has been amazing. I have appreciated the staggered hours for book pick-up. Your website makes selecting and requesting books easy. I am also a Hoopla user and have liked that service also. **Access to our books has helped us through this past year.**

The drive thru service is brilliant! Thank you so much! **I have "bragged" about you to my friends** in different cities and states and they are envious!

We appreciate all that the staff has done to keep connected with the community. It has been wonderful that we have been able to borrow the videos.

I loved the bulb kits that were handed out in January. Thank you.

What a blessing the library has been for me during this pandemic.

I am a bookworm and always in need of a book or two to have on hand. I truly appreciate your response & opening up pickup from the library. I was at a loss up until then. Thank you, thank you, thank you!

You guys are wonderful keeping the drive-thru access open for all! **And now including homework help—AWESOME!** Thank you.

So impressed with the “team.”
Couldn’t be better, in my opinion.
Thanks so much.

The Longview Public Library has been wonderful—calling in book orders and receiving at the door is quite outstanding. Reading keeps me going in the pandemic. Such fine service for all of us who love to read. **When so much is unavailable because of COVID-19 our love of books is coming to us from the library.** Thank you, thank you.

Dear Sandra,

The Library [outreach] service has been a blessing! Sadly this will be my last request as I’m moving... to be close to my family... I’ve enjoyed our visits & the grand purple bag of **hundreds of hours of joy.**

Thank you so much for providing the drive-up pick-up service. I (and my family) appreciate still being able to check out books during COVID. **Thank you to the staff that braves the elements and temperatures to provide this service for us.**

It took me a while to start checking out books again, but now I am comfortable with it. **Thank you for helping us through this past year.** Hoopla was a good benefit, I am enjoying my books, but I am especially thrilled with the seed program. All of them are sprouting! Thank you!

We appreciate that you are open with the drive-thru option. It has been nice to continue to receive books, **adding normalcy during this time.** Our daughter loves the sampler. We can’t even get through the front door before she’s trying to see what books she got! Thank you for your hard work!

BY THE NUMBERS

Circulation

45 weeks (and counting!) of Library Drive-Thru service

34,131 (79,466 including renewals)
physical items checked out

About **10,000** of these items were
staff-selected for patrons through our
outreach service or library samplers

62,632 digital items checked out

173,566 physical items were checked in

Registered **447** new library users

Cleared **13,286** old, unused records from our patron database

Proactively renewed or extended **1,554** patron accounts so no one lost library
access

6,374 students received access to the library's digital resources through our student
ecard program, including all K-12 students in the Longview School District



Collections

7,211 new items were selected, ordered, cataloged, processed, and added to the
library collection

114,941 total items were inventoried

2,276 music CDs were reclassified into a new genre shelving system

10,574 total damaged, unused, or outdated items were removed from the library
collections, improving our overall holdings, making room for new items, and
preparing for a future RFID project

12 circulating wifi hotspots added

2 circulating Discover Passes added

270 new records were added to our digital archives, and improvements were made to
over **3,000** existing archival records

Reference & Information

414 patron questions and requests via Ask a Librarian

864 Library Phone Hours

More than **115** obituary and other microfilm requests

Nearly **98,000** page views on the library website, visited by around **19,000** users

Programming

356 digital programs across Beanstack, YouTube, Facebook, Instagram, Podcast, and Zoom including:

115 online story times

36 asynchronous crafts, with approximately **2,000** participants

79 YouTube videos, with nearly **5,000** total views

3 new online reading challenges with **729** participants

84 outreach seniors served

165 Seed Library requests filled

More than **280** Library Samplers filled

Hosted **3** Drive-Thru events where, thanks to Longview Rotary and the Longview Library Foundation, we gave out around **1,100** free books to children and teens



Community Support



\$3,000 from the Longview Rotary for books to give to children and teens

Approximately **\$11,000** in financial support for library programs and improvements from the Friends of the Library

More than \$120,000 in financial support for library programs, collections, and improvements from the Library Foundation

All while following library-specific COVID-19 health & safety guidelines

TIMELINE

MARCH 16, 2020

- ♦ The library building closes to the public at 5 PM.

MARCH 17

- ♦ Library staff begin virtual programming with the launch of the Beanstack reading challenge “All By My Shelf.” Online story times begin the next day.



MARCH 23

- ♦ The Governor announces “Stay Home, Stay Healthy” order. Part-time library staff are furloughed. Full-time library staff transition to work from home.

APRIL

- ♦ FT staff work from home:

Youth and Adult Services staff host story times, read-alouds, and art classes online from their own homes.

Tech Services staff haul boxes of books home to catalog and process.

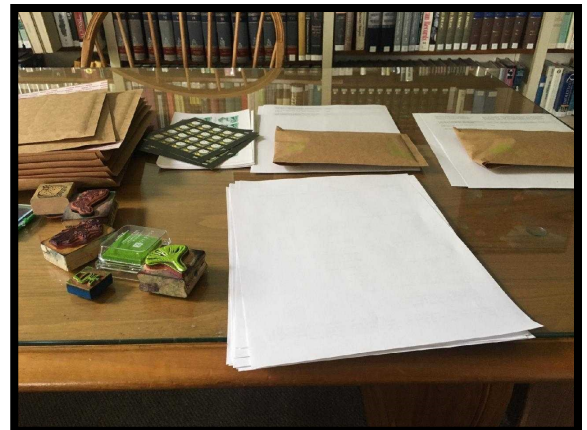
Librarians keep the website updated, engage with the community on social media, and respond to questions via email.

Improvements are made to our patron database and digital archives.

Plans are made to adjust summer programming and the checkout of physical items for a socially distant summer.

MAY

- ♦ Staff begin to be able to work in the building again.
- ♦ Library collection inventory begins.
- ♦ Drive-Thru service is developed.
- ♦ Seed Library opens seed checkouts by mail.
- ♦ Senior outreach services resume.



JUNE

- ♦ Library Drive-Thru opens June 1. This is the first day library curbside service is permitted by the state.
- ♦ Summer Reading begins. Families register online and can pick up sign-up materials, prizes, craft supplies, and more in Library Drive-Thru.
- ♦ Library collection inventory is completed.

JULY

- ♦ The library begins accepting returns.
- ♦ The Adult Services Librarian position is vacated.

SEPTEMBER

- ♦ The Friends of the Library begin accepting book donations again.
- ♦ Drive-Thru hours expand to Saturdays.
- ♦ The Library Samplers service begins.



NOVEMBER

- ♦ Drive-Thru service expands to 6 days a week.

DECEMBER

- ♦ Phone hours expand.

FEBRUARY

- ♦ Adult Services Technician position is vacated.
- ♦ NW Voices returns.

FEBRUARY 22

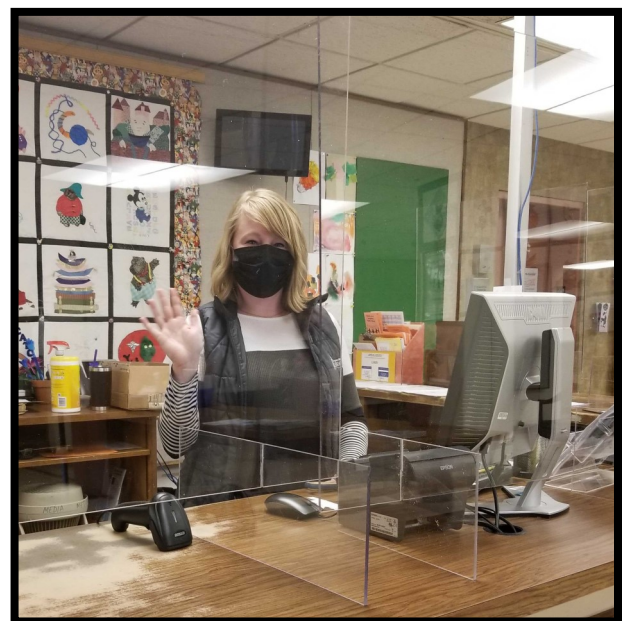
- ♦ Library opens for limited in-building services.

MARCH 29

- ♦ Furloughed part-time staff return to work.

APRIL 5

- ♦ Library in-building hours expand to 5 days a week.





LIBRARY DRIVE-THRU

OPENED JUNE 1, 2020

Patrons can request items online or over the phone and we prepare them to be checked out and picked up!

Over the summer we averaged 500 items per week.

Patrons can also pick up tax forms, voter's guides, and Book Page magazines, as well as mobile print jobs, the "craft packets" that go with our online craft videos, reading challenge prizes, and more!

Started with staggered hours 3 days a week, expanded to 4 days in September and 6 days in November.

Now we are working to install a permanent drive-thru window at the request of our patrons!



YOUTUBE PROGRAMMING



The library's YouTube channel kicked off in earnest in April 2020, with a watercolor class series taught, filmed, and edited by Daniel Tate, our former Adult Services Technician. While other staff had been doing video programming on Facebook and Instagram, Daniel learned a number of new skills so he could make higher-quality videos. He taught other programming staff these skills before he left in February 2021, and we continue to provide these programs.

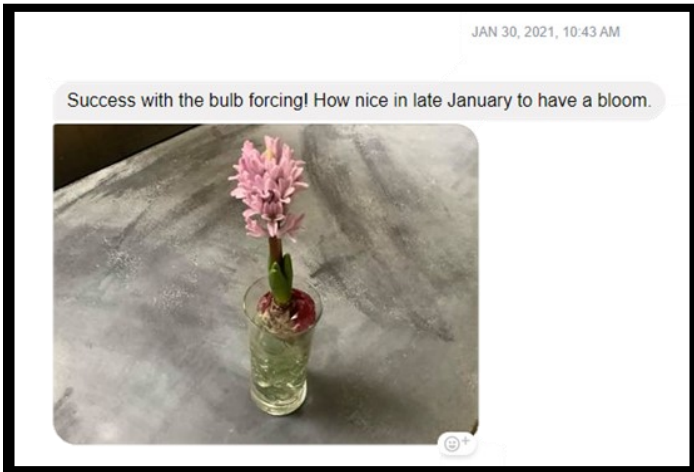
The Library Foundation supported our YouTube programming by purchasing equipment including a camera, tripod, microphones, and an editing computer.

OCTOBER TEEN/ADULT CRAFT



DECEMBER KIDS CRAFT





YouTube Videos include:

Painting with Daniel

Watercolor classes.

Crafts

Instructional videos for crafts for preschoolers/toddlers, kids, teens/ adults, and all ages that also had a physical component—a bag of supplies available for pick-up in the Library Drive-Thru.

Craft supplies are paid for by the Friends of the Library.

Our February 2021 craft, Valentines, resulted in hundreds of handmade cards being delivered to area seniors by Sandra, our Outreach Coordinator.

Garden Talk with Austin

Tips and advice about gardening, information about the Seed Library, and book recommendations.

How To Use the Library

Videos on placing holds, using the library catalog, accessing ebooks, requesting a library sampler, and more.

Library Events

Recordings of library events, such as NW Voices.

DRIVE-THRU TRICK-OR-TREAT

Give-away books provided
by Longview Rotary.

Opened with a Story Time on
Facebook LIVE.

Gave treats of books and
candy to over 500 children!

Event was scheduled 10-1,
we went until the line was
gone at 1:45!



DRIVE-
THRU
PICKUP
LINE BEGINS HERE
PLEASE
STAY IN YOUR VEHICLE
UNTIL YOU ARE CALLED
FORWARD BY THE
VOLUNTEERS

RECYCLE
PAPER



Adrienne Settlemier

Thank you to all of you for what you do!

Like · Reply · Message · 17w



1



Victoria Block

WOW! 502???? That's mighty impressive!! Thanks to all who participated in making it so special.

Like · Reply · Message · 17w



Frankie Hanson

Thank you for doing this! I love it! Our daughter has been making me read her book to her over and over! ❤️

Like · Reply · Message · 17w



Megan Richie

That is insane! What a great turn out!

Like · Reply · Message · 17w



Ashley Hayes-Shelton

Thank you 😊 I love that you all did this and included books as treats ❤️

Like · Reply · Message · 17w



Shawn Green

That's an Awesome number. Thank You

Like · Reply · Message · 17w



Janel Crowell

We really love our books! Thank you so much

Like · Reply · Message · 17w · Edited



Julie Varney

Thanks to all who made it happen.

Like · Reply · Message · 17w



Marissa Davis

Thank you to everyone who made this happen! My kids are both very happy with their new books! 📖❤️

Like · Reply · Message · 17w



Give-away books and candy canes provided by the Longview Library Foundation.

Gave gifts of books and candy to nearly 300 children!

DRIVE-THRU SANTA

Cathy Lowman
Thank you so much! What a wonderful idea this was.
Like · Reply · Message · 10w

Chandra Colburn
Olivia had me read her new book 4 times already. She loves counting books. Thank you again ❤️🌱



Like · Reply · Message · 10w

Barbara Doran
Katelyn Coughlan
Like · Reply · Message · 10w

Julie Varney
He was great. Brought a smile to all our faces. Ho, ho, ho!! Thank you!
Like · Reply · Message · 10w

Marissa Davis
Thank you for doing this! My kids were so happy to see Santa and get new books!
Like · Reply · Message · 10w

Crystal Rose
Thanks so much! Kiddos loved it! ❤️
Like · Reply · Message · 10w

Megan McCulloch
Wow
Like · Reply · Message · 10w

Carlee Brookreson
The kids loved this!! Thank you!
Like · Reply · Message · 10w

Karen Matson
You guys are so great and the library Santa was the best Santa I've seen in a very long time! Well done!
Like · Reply · Message · 10w

Sara Rios
We got ours!!!! Thank you so much!!!!
Like · Reply · Message · 10w

Rachel Pierce
We are headed that way now!
Like · Reply · Message · 10w

Sabrina Ruckman
We got ours, thank you. Once we got home my daughter had to put her candy cane on the tree.



Like · Reply · Message · 10w

Kassi Fischer
Patrick Wilcox ❤️
Like · Reply · Message · 10w

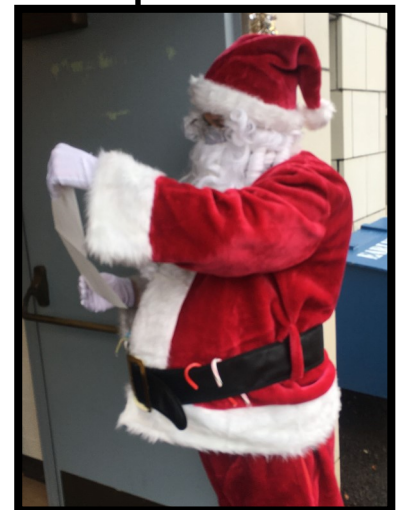
Laura Jean Wilson
Thank you!! The kids love their books
Like · Reply · Message · 10w

Belinda Lowery
Wow!! Way to go Santa & Elves!! 🎅🦋🌲
Like · Reply · Message · 10w

Kristin McCormick
Thank you! It was wonderful!
Like · Reply · Message · 10w

Cathy Lowman
Way to go Becky the reindeer! (That is what Breanna called you after we left)
Like · Reply · Message · 10w
↳ 1 Reply

Michele Waite
What an awesome contribution to the community. Thanks, Santa 🙌
Like · Reply · Message · 10w



CD RECLASSIFICATION



BACKGROUND:

Previously, the library's music CDs were classified by an old, non-intuitive system. Library staff had long wanted to update the system and had begun the process in 2019. The pandemic shutdown gave tech services staff time to finish the project.

New CD shelving was purchased by the Library Foundation.

Staff cleaned up the collection, withdrawing 700 little-used CDs.

Cataloging Specialist Donita Sands and Library Technician Angela Stephenson created a new call number scheme that now classifies music CDs by genre such as: Classical, Country, Folk, Hip Hop, Holiday, Jazz, Pop, Rock, and Soundtrack.

The item records for the 2276 music CDs were then updated in the library's digital catalog, and each physical item was given a new call number label. At this time, broken cases and damaged artwork was also replaced or repaired.



STUDENT ECARDS

The week after schools closed, on March 24, 2020, Youth Services Librarian Becky Standal reached out to school principals and librarians in Longview to offer student ecards and any other assistance, including our “All By My Shelf” reading and activity challenge and the free digital access to books and databases we received from library vendors Gale, Tumblebooks, and MidAmerica Books.

Three Rivers Christian School responded immediately, and Becky registered their middle and high school students for student ecards by the end of March 2020.

She reached out again to schools in September 2020 and received a lot of interest from school librarians in particular. Becky and Jennifer King, our Technology Librarian, were able to collaborate with staff at the district office and register most Longview School District students for ecards by October 22, 2020. Later it was discovered that some schools had been missed in the initial data transfer, but now all K-12 students have digital access to the Longview Public Library. We hope to continue this partnership in the years to come.

For the announcement of the district-wide student ecards, library staff created an instructional video about logging in and using Overdrive with a student ecard. It is one of our most popular videos, with over 300 views.

In October, the Longview Library Foundation provided financial support for the library to subscribe to Brainfuse, an online service that offers live one-on-one online tutoring for all ages, a writing lab, language lab, skills building resources, test prep assistance, and more. In the first two months of service, we saw nearly 400 uses of Brainfuse.

BACKGROUND:

We did a student ecard program with St. Helens Elementary in 2017. All students were registered for a special library account that gave them access to the library’s digital resources using their student ID number as their login and teachers were trained on how to teach their students to log in and use the Washington Anytime Library/Overdrive.

Using OverDrive with Your Student eCard



LOOKING TO THE FUTURE

Of course, the pandemic is not over. The library is still operating under a number of safety restrictions, including requirements for social distancing, limitations on building occupancy, and adjustments to traffic flow that mean that we are not able to return to “normal” just yet. The addition of Drive-Thru service to our other service points can make scheduling a challenge.

Additionally, the library lost two valuable adult services staff members in the past year, on top of a position that was open when the pandemic began. All three of these positions remain unfilled. While youth services and administration staff have worked hard to keep offering programming for adults, there are inevitably gaps in our services due to understaffing. And while most of our part-time staff returned to work for the library following their furlough, they return with new scheduling limitations due to other work and responsibilities they had to take on over the year, and we have additional part-time positions that also need to be filled.

The library has opened a public survey to gather information from our community as to what services and hours they would like the library to prioritize as we reopen, rehire, and rebuild the library. So far, these include:

- Hiring staff to bring back valued library programs like Project Read.
- Installing a drive-up window to continue to offer drive-thru service into the future.
- Continuing asynchronous programs, like the craft videos/packets, to extend the reach of library programs outside of set in-person events, even when we can hold events in the building again.
- Continuing to build our digital offerings, such as access to ebooks, downloadable audiobooks, streaming video, digital magazines, genealogical resources, and more.
- Expanding outreach services through strong connections with community partners, a mobile library project with the Library Foundation, and growing our collection of loanable technology.

We'd love to hear from you! Complete our online survey, open through May 31, 2021, here: <https://www.surveymonkey.com/r/R5WB7XQ>



City of Longview

Agenda Summary

CANCELLED PUBLIC HEARING: THE ALLOCATION OF CDBG CV-2 FUNDS FROM THE DEPARTMENT OF COMMERCE TO ADDRESS IMPACTS OF COVID-19 WILL BE HELD AT A FUTURE MEETING

SUMMARY STATEMENT:

Staff consulted with three community service agencies and was informed that more time was needed to prepare an application meeting the requirements of the CARES Act CDBG CV-2 Grant requirements. Staff will re-schedule a public hearing for a July-August time frame.

STAFF CONTACT:

Adam Trimble, Interim Planning Manager

Attachments: None



City of Longview

Agenda Summary

PLANNING COMMISSION RECOMMENDATION- ZONE TEXT AMENDMENT TO ALLOW OUTDOOR CONTINUOUS ENTERTAINMENT USES IN THE MIXED USE COMMERCIAL/INDUSTRIAL DISTRICT

RECOMMENDED ACTION:

MOTION TO DIRECT THE CITY ATTORNEY TO PREPARE AN ORDINANCE FOR THE AMENDMENT.

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Council Initiative: Strengthen economic conditions & create new opportunities

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

On May 5, 2021 the Planning Commission held a public hearing on an application to amend the zoning code to permit outdoor continuous entertainment activities in the Mixed Use Commercial/Industrial zone. A recommendation that the City Council approve the request was made. If approved, the change would permit uses such as mini-golf and skateboard facilities.

STAFF CONTACT:

Adam Trimble, Interim Planning Manager

Attachments:

1. Memo to City Council Re code amendments mini-golf in MU-CI
2. PC 2021-3 Staff Report zone text amendment outdoor entertainment MU C-I zone
3. Exhibit A Application-for-Zoning-Ord-Text-Amend
4. Exhibit B E 2021-4 SEPA Checklist_Longview Mini-Golf rezone DNS notice



Memorandum

May 20, 2021

TO: Longview City Council

FROM: Adam Trimble, Interim Planning Manager

SUBJECT: PC 2021-3 Amend the permitted uses allowed in the Mixed Use Commercial/Industrial zone, MU-C/I, to include: 'Outdoor continuous entertainment activities such as miniature golf and skateboard facilities.'

On May 5, 2021 the Planning Commission held a public hearing on an application to amend the zoning code to permit outdoor continuous entertainment activities in the Mixed Use Commercial/Industrial zone. A recommendation that the City Council approve the request was passed. If approved, the change would permit uses like mini-golf and skateboard facilities in the zone and allow a specific proposal to construct a mini-golf course next to Pie@trio's at 1238 California Way.

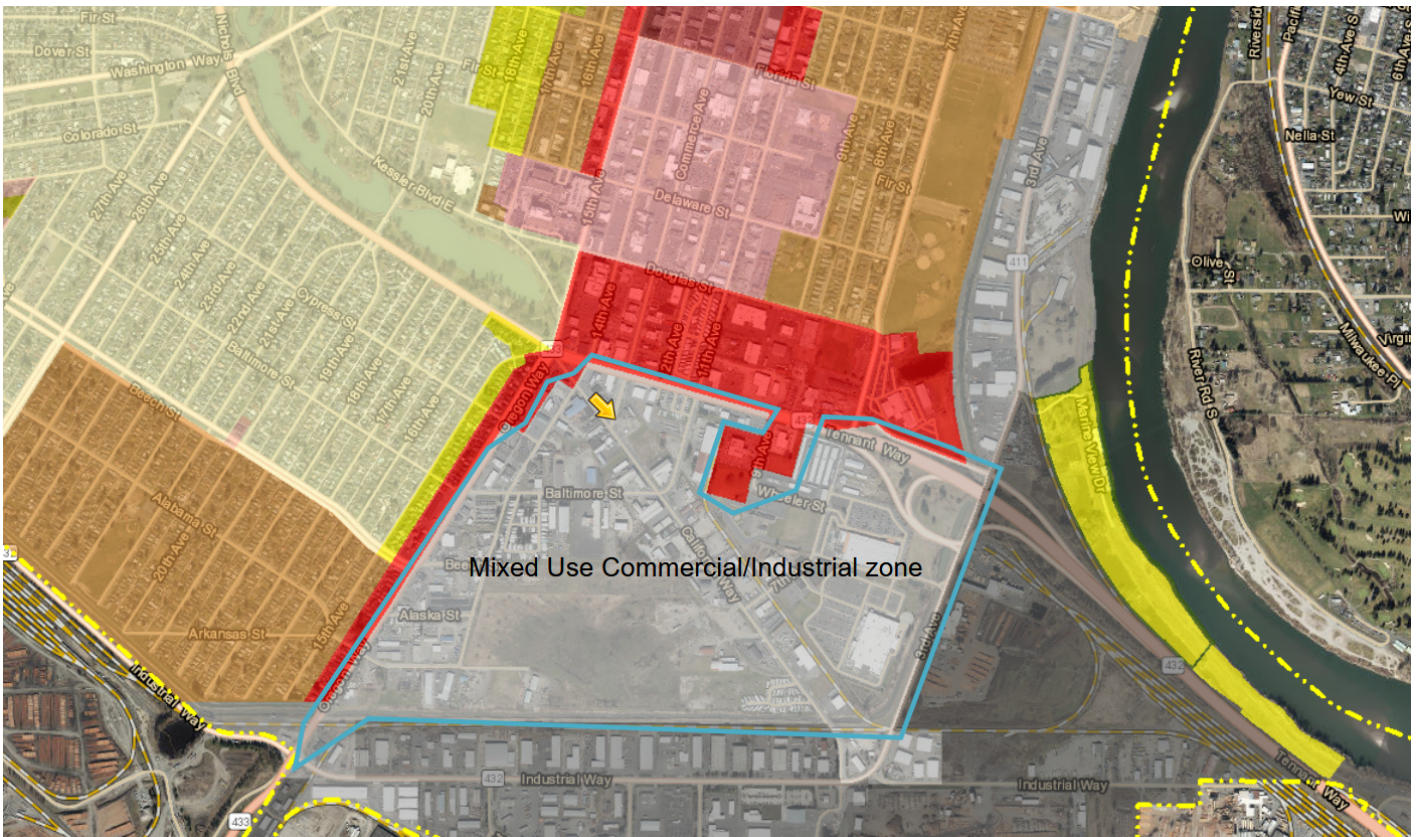
Here are some key points about proposed amendment:

- The use is specific to outdoor entertainment, a fairly narrow category and one that is unlikely to result in numerous new businesses that might be incompatible with the intent of the MU-C/I zone.
- The use is dependent on unbuilt land, but is unlikely to result in large permanent buildings that are incompatible with a light industrial zone. A site could re-develop as an industrial use in the future.
- The use is only allowed in one commercial zone and the supply of undeveloped or underdeveloped land in the General Commercial zone is limited. If the use is allowed in Longview then serious consideration should be made to allowing it in more locations, particularly where there is undeveloped land. The Mixed Use Commercial/Industrial district fits this description.

- Given that the City has amended the zoning code to allow similar (and identical) uses to be permitted in the MU-C/I zone in the recent past this application should be approved.

The staff report, which contains the proposed zoning code amendment is attached for your information.

If you have any questions, please contact me at 442-5092.





Staff Report

TO: Longview Planning Commission

FROM: Adam Trimble, Interim Planning Manager

HEARING

DATE: May 5, 2021

SUBJECT: Amend the permitted uses allowed in the Mixed Use Commercial/Industrial zone, MU-C/I, to include: 'Outdoor continuous entertainment activities such as miniature golf and skateboard facilities.'

CASE #: PC 2021-3

TYPE OF

DECISION: Legislative

BACKGROUND

Gregg Miller has submitted an application for a zone text amendment to allow the use "Outdoor continuous entertainment activities such as miniature golf and skateboard facilities" in the Mixed Use Commercial/Industrial zone [Exhibit A]. Currently these uses are only allowed in the General Commercial zone. If approved, the applicant intends to construct a mini-golf course on an existing 2+ acre industrial lot, formerly a nursery at 1238 & 1132 California Way. Parcel numbers involved: 02124, 02123, 02122. The current zoning regulations for industrial districts including the creation of the Mixed Use Commercial/Industrial zone date to 2011. In 2014 Athletic Health and racquet clubs was added as a permitted use to the light industrial zones and MU-C/I zone. In 2018 an application for a zone text amendment was approved to permit 'Bowling centers with a minimum of 32 indoor lanes' and 'Allowed uses accompanying the bowling center include a restaurant/bar, game arcade, other play areas and outdoor activities such as miniature golf' in the Mixed Use Commercial/Industrial zone.

PROPOSAL

The proposal, if adopted, will amend LMC Chapter 19.58 Industrial Zoning Districts.

Note: text that is underlined is proposed to be added. Text with a line thru it is proposed to be eliminated.

"Table 19.58.020-1. Permitted uses in industrial zones" is amended as follows:

Use			
	LI-A & B	HI	C/I
Indoor shooting range subject to LMC 19.58.110	P	P	P
Bowling centers with a minimum of 32 indoor lanes ⁶			P
Public safety facility	P	P	P
<u>Outdoor continuous entertainment activities such as miniature golf and skateboard facilities</u>			<u>P</u>

S.E.P.A. Determination

An Environmental Checklist for the proposed zoning code revisions was reviewed pursuant to the State Environmental Policy Act and a determination of non-significance was issued on April 21, 2021. [E 2021-4 SEPA checklist] The comment period for the SEPA checklist ends May 5, 2021. SEPA documents are attached as Exhibit B.

Additional Information

Pursuant to Chapter 19.81 of the Longview Municipal Code, a legal notice was published in the Longview Daily News on April 25, 2021 and May 2, 2021.

Citizen Correspondence

As of this writing, the City has received no comments.

Comprehensive Plan Goal and Policies

The comprehensive plan contains multiple goals, objectives and policies relating to land use compatibility including the following:

- Goal LU-F Support existing businesses and provide an energetic business environment for new industrial and commercial activity providing a range of service, office, commercial, and mixed uses.
- Policy LU-A.1.5 Facilitate redevelopment of existing developed land when appropriate, and encourage infill development on vacant or underdeveloped land.
- Policy LU-A.1.4 Assure compatibility of new development's siting, design, and scale with the surrounding natural and built environment.
- Goal LU-B Ensure that the location and design of new development is appropriate in type, density, and location considering existing land-use patterns, capacity of public facilities, natural characteristics of the land, and community preferences.

COMPREHENSIVE PLAN FUTURE LAND USE MAP

The proposal will affect areas in Mixed Use Commercial/Industrial classifications.

COMPREHENSIVE PLAN INTENT STATEMENT

The comprehensive plan intent statements for the Mixed Use Commercial/Industrial classification is below:

Mixed Use Commercial/Industrial

This designation is intended to allow low intensity industrial uses, including light manufacturing, warehousing and distribution, research and development, and regional commercial services. Commercial uses should be compatible to and complement low-intensity industrial uses and provide a convenient business environment for employees and visitors. High quality employment facilities are encouraged, such as corporate office headquarters and technology centers.

ZONING CODE – PURPOSE STATEMENT

Same as Comprehensive Plan.

STAFF DISCUSSION

Some will recall that the area now zoned MU-C/I was once home to a drive-in movie theater and par-3 golf course. Re-development of these outdoor entertainment uses was not received kindly by everyone but that redevelopment is consistent with the intent of the zone to allow light industrial uses with some regional commercial and industrial adjacent commercial uses. Now the Planning Commission is asked to consider allowing outdoor entertainment uses in the zone again. Taking some lessons from what has occurred in the past, staff is recommending the change proposed be adopted due to the following factors: 1) the use is specific to outdoor entertainment, a fairly narrow category and one that is unlikely to result in numerous new businesses that might be incompatible with the intent of the MU-C/I zone. 2) The use is dependent on unbuilt land, but is unlikely to result in large permanent buildings that are incompatible with a light industrial zone. A site could re-develop as an industrial use in the future. 3) The use is only allowed in one commercial zone and the supply of undeveloped or underdeveloped land in the General Commercial zone is limited. If the use is allowed in Longview then serious consideration should be made to allowing it in more locations, particularly where there is undeveloped land. The Mixed Use Commercial/Industrial district fits this description. 4) Given that the City has amended the zoning code to allow similar (and identical) uses to be permitted in the MU-C/I zone in the recent past this application should be approved.

STAFF FINDINGS

Staff has examined the merits of the proposal to amend the Longview Zoning Code and makes the following findings:

1. The City has previously found outdoor activities such as miniature golf to be a permitted use in the Mixed Use Commercial/Industrial zone when associated with a bowling center.
2. The use is a narrow category and is unlikely to result in development that is incompatible with the intent of the zone.
3. Past experience has shown that outdoor entertainment uses do not remove land from potential future redevelopment into industrial uses.

STAFF RECOMMENDATION

Staff recommends that the Planning Commission recommend to the City Council to adopt the subject zoning code amendments.

EXHIBITS

- A. Application for Zone Text Amendment
- B. SEPA Documents

Report Date: April 29, 2021



Zoning Ordinance Text Amendment Application

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

Petition to Amend the Text of the Longview Zoning Ordinance LMC 19.81 Case Number: _____ Related Case Number: _____	THIS SECTION FOR OFFICE USE ONLY:
Application is hereby made to the Longview Planning Commission for a Zoning Ordinance Text Amendment pursuant to Section 19.81.010 of the Longview Municipal Code. The following required information must be furnished and filing fee paid before this application will be accepted by the City of Longview for a public hearing before the Longview Planning Commission.	
Applicant: <u>Gregg Miller</u> Phone: <u>503-789-3932</u> Mailing Address: <u>1408 NE Knott St, Portland</u> Fax: _____ (Street or PO Box) Email: <u>greggmillerpdx@gmail.com</u> @ City: <u>Portland</u> State: <u>Oregon</u> Zip: <u>97212</u>	
Section(s) for which amendment(s) is/are proposed: <u>Mixed-use Commercial/Industrial zone</u> <u>Table 19.58.020-1. Permitted uses in industrial zones.</u>	
State exactly how you feel the section(s) should read, incorporating your amendment(s): --Add the following permitted uses for MU/CI: <u>"Outdoor continuous entertainment activities such as miniature golf and</u> <u>skateboard facilities"</u> _____ _____ _____ _____ _____ _____ _____ (Attach additional sheets, if necessary)	

State your reason(s) for requesting the zoning ordinance text amendment(s):

We wish to construct a miniature golf facility in the bare land near the Pie@trios restaurant at 412 Commerce Ave, in Longview, WA. A bowling alley is currently permitted in the CI Zone. Note 6 under Table 19,58.020-1 states "allowed uses accompanying the bowling centers include a restaurant/bar, game arcade, other play areas and outdoor activities such as miniature golf." We wish to change the zoning text to allow miniature golf and skateboard facilities as stand alone uses in this zone.

NOTES TO APPLICANT/OWNER:

1. If the City Council, Planning Commission 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 Planning Commission and City Council public hearings.

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.

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

Signature of Property Owner: _____ Date: _____

Signature of Property Owner: _____ Date: _____

Signature of Applicant: _____ Date: _____
(If different than property owner)

FOR STAFF USE

FILING FEES:

Public Hearing Fee: [Per LMC 19.06.060](#)

SEPA Review Fee:..... [Per LMC 17.02.070](#)

Total Fees:..... _____

Comments: _____

LONGVIEW PLANNING COMMISSION:

Public Hearing Scheduled: Date: _____ 7:00 PM

Comments: _____

LONGVIEW CITY COUNCIL:

Public Hearing Scheduled: Date: _____ 7:00 PM

Comments: _____

Notes to Applicants:

This application is to amend the text of the Longview Zoning Ordinance [Title 19 of the Longview Municipal Code]. This form must be completely filled out and submitted along with any necessary supporting information.

Upon receipt of the completed form, supporting information and filing fee, the Community Development Department staff will determine the completeness of the application. This review will be completed as soon as possible, typically within fifteen (15) working days from the submittal of the application. If the application is determined to be complete, the City will begin environmental review under the SEPA Rules [WAC 197-11] and then bring the application forward to the Planning Commission to be set for a public hearing on a future Planning Commission agenda.

If sufficient information has not been submitted to adequately process your application, you will receive a notice of incomplete application letter with instructions on how to complete the application. Upon receipt of that additional information or a revised application, the fifteen (15) working day review period for completeness will begin again.

The Longview Planning Commission sets its own public hearing agenda. Once your application is considered complete, Community Development Department staff will bring it to the Planning Commission at their next regularly scheduled meeting and request that they set it for a public hearing on a future agenda. Typically, the Planning Commission will set the item for a public hearing on their next regular meeting agenda. The Planning Commission meets once each month, on the first Wednesday of each month.

Approximately seven (7) calendar days prior to the Planning Commission meeting, the Community Development Department will provide a report to the applicant, the Planning Commission, and others involved with the project. This report will be based on the information contained within your application, comments from other agencies or departments, and an analysis of your application by Community Development Department staff. The report will usually contain a recommendation for approval, conditional approval, or denial.

The recommendation made by the Planning Commission will be forwarded to the City Council. The City Council will review and take action on your application within ninety (90) days of the Planning Commission hearing. Community Development Department staff will inform you when your application will be scheduled for Council review and action at the conclusion of the Planning Commission hearing. The Council will review your application a minimum of two (2) times. The first review is to consider accepting the recommendation forwarded by the Planning Commission. If this recommendation is accepted, they will direct the City Attorney to prepare an ordinance. This ordinance will be brought forward at the next Council meeting for review and action. Unless passed with an emergency clause, ordinances become effective 30 days after adoption by Council.

Since the information contained in your application is used to evaluate the project and in the preparation of the staff report, it is important that you provide complete and accurate data. Failure to provide adequate information could significantly delay the processing of your application.

Applicants and/or their representatives must attend all public hearings scheduled on this application.

If you have any questions, please contact the Community Development Department at (360) 442-5086. We will be happy to assist you in any way we can.



April 21, 2021

To: Washington State E.C.Y., Environmental Review Section
Bill Marcum, Kelso-Longview Chamber of Commerce
Cowlitz County PUD – Right of Way
Clint Matthews, Cascade Natural Gas
CenturyLink
Ryan Hennessey, Comcast
Cowlitz Indian Tribe, Cultural Resources
The Daily News
Jon Dunaway, Longview Fire Marshal
Mike Murray, Commercial Building Inspector

From: Ken Hash, Interim Director of Community Development/Public Works Director

Subject: SEPA Environmental Checklist Review - Application #E 2021-4

Project: Gregg Miller has submitted a SEPA checklist for a non-project action to amend the permitted uses allowed in the mixed-use commercial/industrial zone MU-C/I,- which if successful, will allow construction of a mini-golf course on an existing 2+ acre industrial lot, formerly a nursery. The property is located at 1238 & 1132 California Way, Longview, WA.

The applicant has submitted an Environmental Checklist for review under WAC 197-11, the SEPA Rules.

The site of a proposed mini-golf course is zoned *Mixed Use Commercial/Industrial, MU-C/I*. The Comprehensive Plan classification is *Mixed use commercial/industrial*. Adjacent uses include: a pizzeria, industrial warehouses, light industrial businesses and a dog kennel. The zone is bounded by: Tennant Way, Oregon Way, Industrial Way/SR 432 and 3rd Ave/SR 457.

The SEPA Responsible Official has determined that this proposal will not likely have an adverse impact on the environment and has issued a DNS on this application. Please review the attached SEPA documents and provide your written comments to me no later than **6:00 p.m. May 5, 2021**.

If you have any questions or need additional information, please contact Adam Trimble, Interim Planning Manager at (360) 442-5092 or me at (360) 442-5202.

Thank you.

Cc:

Applicant:
File

Attachments: Zone text amendment application, site plan.



**DETERMINATION OF NON-SIGNIFICANCE
SEPA RULES - WAC 197-11-970**

Description of Proposal: E 2021-4— a non-project action to amend the permitted uses allowed in the mixed-use commercial/industrial zone MU-C/I,- which if successful, will allow construction of a mini-golf course on an existing 2+ acre industrial lot, formerly a nursery. The non-project action affects areas zoned Mixed-Use Commercial/Industrial, MU-C/I.

Proponents: Gregg Miller
1408 NE Knott St.
Portland, OR 97212
Phone: 503-789-3932

Location of Proposal, Including Street Address, if any: The site is located at 1238 & 1132 California Way (Parcel Number(s): 02124, 02123, 02122,). The property is located within the NE ¼ of Section 4, T7N, R2W, respectively, in Cowlitz County.

Lead Agency: City of Longview, Washington

The lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An Environmental Impact Statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after a review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public on request.



The comment period for this DNS ends at 6:00 on May 5, 2021.

Responsible Official: Ken Hash
Position/Title: Interim Director/Public Works Director
Department: Community Development
Address: PO Box 128, Longview, WA 98632
Contact Person: Adam Trimble, Interim Planning Manager
Phone: (360) 442-5092

Date: April 21, 2021

Signature: _____

A handwritten signature in black ink, appearing to be 'Ken Hash', written over a horizontal line.

City of Longview
Community Development

SEPA ENVIRONMENTAL CHECKLIST

Purpose of checklist:

Governmental agencies use this checklist to help determine whether the environmental impacts of your proposal are significant. This information is also helpful to determine if available avoidance, minimization or compensatory mitigation measures will address the probable significant impacts or if an environmental impact statement will be prepared to further analyze the proposal.

Instructions for applicants: [\[help\]](#)

This environmental checklist asks you to describe some basic information about your proposal. Please answer each question accurately and carefully, to the best of your knowledge. You may need to consult with an agency specialist or private consultant for some questions. You may use "not applicable" or "does not apply" only when you can explain why it does not apply and not when the answer is unknown. You may also attach or incorporate by reference additional studies reports. Complete and accurate answers to these questions often avoid delays with the SEPA process as well as later in the decision-making process.

The checklist questions apply to all parts of your proposal, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

Instructions for Lead Agencies:

Please adjust the format of this template as needed. Additional information may be necessary to evaluate the existing environment, all interrelated aspects of the proposal and an analysis of adverse impacts. The checklist is considered the first but not necessarily the only source of information needed to make an adequate threshold determination. Once a threshold determination is made, the lead agency is responsible for the completeness and accuracy of the checklist and other supporting documents.

Use of checklist for nonproject proposals: [\[help\]](#)

For nonproject proposals (such as ordinances, regulations, plans and programs), complete the applicable parts of sections A and B plus the [SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS \(part D\)](#). Please completely answer all questions that apply and note that the words "project," "applicant," and "property or site" should be read as "proposal," "proponent," and "affected geographic area," respectively. The lead agency may exclude (for non-projects) questions in Part B - Environmental Elements –that do not contribute meaningfully to the analysis of the proposal.

A. background

1. Name of proposed project, if applicable: Longview Miniature Golf

2. Name of applicant: Gregg Miller

3. Address and phone number of applicant and contact person:

Address: 1408 NE Knott St, Portland, OR 97212, Phone: 503-789-3932

4. Date checklist prepared: April 1, 2021

5. Agency requesting checklist: City of Longview

6. Proposed timing or schedule (including phasing, if applicable):

Construction to begin late spring or early summer of 2021.

This is a non-project action to amend the permitted uses allowed in the mixed commercial/industrial zone.

7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.

No.

8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.

None known.

9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.

None known.

10. List any government approvals or permits that will be needed for your proposal, if known.

A grading permit will be required as well as a utility permit.

11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)

The project will consist of a new 18 hole miniautture golf course with landscaping and parking.

This is a non-project action to amend the permitted uses allowed in the mixed commercial/industrial zone. AT

12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.

The project is located adjacent to the Pie@trios pizzeria located at 412 Commerce Avenue in Longview, Washington. The minituare golf course will be construction along the California Way frontage. There are five parcels of land. The legal description of the property is parcel 02121, 02122, 02123, 02124 and 02125 - T7N, R2W, W.M. Cowlitz County, WA, City of Longview.

This is a non-project action to amend the permitted uses allowed in the mixed commercial/industrial zone. The MU-C/I zone is located south of tennant way, north of Industrial way and East of Oregon Way. AT

B. ENVIRONMENTAL ELEMENTS

1. Earth

a. General description of the site

(circle one): Flat, rolling, hilly, steep slopes, mountainous,
other _____

b. What is the steepest slope on the site (approximate percent slope)?

3.5%

c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils.

Caples silty clay loam

d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.

None know.

e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill.

There will be some balanced cut and fill for the minigolf facility. There will also be some cut and fill for the new parking and landscape areas. The total cut and fill area is estimated to be 742 CY. The effected area is approximately 40,000 sf.

f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe.

Erosion is highly unlikely.

g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)?

There are 5 tax lots. The total impervious surface for all 5 lots will be 85,000 sf of impervious surfaces after construction.

h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any:

Standard erosion control measures will be provided for construction.

2. Air

a. What types of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known.

Construction equipment and vehicles will generate dust and particulate emissions during the construction period.

b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe. None know.

c. Proposed measures to reduce or control emissions or other impacts to air, if any:

If needed, water will be utilized for dust control during construction as well as the implementation of all local, state and federal regulations.

3. Water

a. Surface Water:

1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into.

No.

2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans.

No.

3) Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.

None.

4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known.

No.

5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan.

No.

6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge.

No.

b. Ground Water:

1) Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known.

No.

2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals. . . ; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve.

None.

This checklist is for a non-project action to amend the permitted uses allowed in the mixed-use commercial/industrial zone M-U C/I,- which if successful, will allow construction of a mini-golf course on an existing industrial lot, formerly a nursery. Stormwater will be managed per an approved design. AT

c. Water runoff (including stormwater):

- 1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.

No.

- 2) Could waste materials enter ground or surface waters? If so, generally describe.

No.

- 3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe.

No.

d. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any:

None.

4. Plants

a. Check the types of vegetation found on the site:

- ___deciduous tree: alder, maple, aspen, other
 ___evergreen tree: fir, cedar, pine, other
 ___shrubs
 __x__grass
 ___pasture
 ___crop or grain
 ___Orchards, vineyards or other permanent crops.
 ___wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other
 ___water plants: water lily, eelgrass, milfoil, other
 ___other types of vegetation

b. What kind and amount of vegetation will be removed or altered?

All vegetation will be removed from areas depicted for the course, parking, utilities and other site improvements for the construction activities as shown on the Site Plan

c. List threatened and endangered species known to be on or near the site.

None.

d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any:

Perimeter and parking lot landscaping will conform to the City of Longview standards and will utilize native plants.

e. List all noxious weeds and invasive species known to be on or near the site.

None.

5. Animals

- a. List any birds and other animals which have been observed on or near the site or are known to be on or near the site. Examples include:

birds: hawk, heron, eagle, songbirds, other:

mammals: deer, bear, elk, beaver, other:

fish: bass, salmon, trout, herring, shellfish, other _____

- b. List any threatened and endangered species known to be on or near the site.

None.

- c. Is the site part of a migration route? If so, explain.

The site is within what is commonly referred to as the Pacific Flyway.

- d. Proposed measures to preserve or enhance wildlife, if any:

Landscape will be provided, with trees, shrubs and groundcover which will provide some habitat for birds on site.

- e. List any invasive animal species known to be on or near the site.

None known.

6. Energy and natural resources

- a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc.

Since the mini-golf course is outside the only energy needed is lighting.

- b. Would your project affect the potential use of solar energy by adjacent properties?
If so, generally describe.

No.

- c. What kinds of energy conservation features are included in the plans of this proposal?
List other proposed measures to reduce or control energy impacts, if any:

None proposed.

7. Environmental health

- a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal?
If so, describe. No.

- 1) Describe any known or possible contamination at the site from present or past uses.

None known.

- 2) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity. None known.

- 3) Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project. *None known.*
- 4) Describe special emergency services that might be required. *None.*
- 5) Proposed measures to reduce or control environmental health hazards, if any: *None.*

b. Noise

- 1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)?

There will be typical city street noise. This should not have a negative affect on the project.

- 2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site.

There will be typical construction noises during the construction of the development There will be the typical speaking and excitement of a miniaature golf course. This should not have a negative affect on the area.

- 3) Proposed measures to reduce or control noise impacts, if any:

Construction hours will be limited to between 7am and 8pm.

8. Land and shoreline use

- a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe.

The site is not currently being used. There is a pizzeria to the west and an industrial use to the east. There is a lumber yard to the north and various commercial/industrial uses to the south.

- b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use?

It is unknown if this property was used as a working farm or forestland.

- 1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how:

No.

- c. Describe any structures on the site.

There is an existing small building that will be used as the entry and cashier for the mini-golf course.

- d. Will any structures be demolished? If so, what?

No.

e. What is the current zoning classification of the site?

MU/C-I

f. What is the current comprehensive plan designation of the site?

Mixed Use Commercial/Industrial

g. If applicable, what is the current shoreline master program designation of the site?

N/A

h. Has any part of the site been classified as a critical area by the city or county? If so, specify.

No.

i. Approximately how many people would reside or work in the completed project?

Approximately 2.

j. Approximately how many people would the completed project displace?

None.

k. Proposed measures to avoid or reduce displacement impacts, if any: _

None.

l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any:

The additional parking will double as parking for the pizzeria. The mini-golf course and pizzeria will be compatible partners.

m. Proposed measures to ensure the proposal is compatible with nearby agricultural and forest lands of long-term commercial significance, if any:

None.

9. Housing

a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.

None.

b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing.

None.

c. Proposed measures to reduce or control housing impacts, if any:

None.

10. Aesthetics

- a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?

The tallest portion of the mini-golf course will be approximately 3'-0".

- b. What views in the immediate vicinity would be altered or obstructed?

None.

- c. Proposed measures to reduce or control aesthetic impacts, if any:

None.

11. Light and glare

- a. What type of light or glare will the proposal produce? What time of day would it mainly occur?

The mini-golf course and parking areas will be provided with site lighting which will provide light in the evening hours. The fixtures will be non-glare and will be shielded to avoid shining on neighboring properties.

- b. Could light or glare from the finished project be a safety hazard or interfere with views? No

- c. What existing off-site sources of light or glare may affect your proposal? None.

- d. Proposed measures to reduce or control light and glare impacts, if any: None.

12. Recreation

- a. What designated and informal recreational opportunities are in the immediate vicinity?

Lake Sacajawea to the west and 7th Avenue Park to the north.

- b. Would the proposed project displace any existing recreational uses? If so, describe.

None.

- c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any:

None.

13. Historic and cultural preservation

- a. Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers located on or near the site? If so, specifically describe.

Other than Lake Sacajawea there are no known culturally significant places or objects on or near the project site.

- b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources.

None known.

- c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc.

GIS data.

- d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required.

None.

14. Transportation

- a. Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any.

The property is served by California Way. The nearest side street is Commerce Ave.

- b. Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop?

The site is served by the local public bus system.

- c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate?

The project will eliminate approximately 12 non-conforming parking spaces and will retain 19 existing parking spaces. There will be total of 100 of parking spaces. 60 will be dedicated to the restaurant and 40 will be for the mini-golf facility.

- d. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private).

No.

- e. Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.

No.

- f. How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and nonpassenger vehicles). What data or transportation models were used to make these estimates?

According to the ITE Common Trip Generation Rates Manual (10th Edition) minituare golf courses generates 0.33 trips per hole. Since the course has 18 holes the peak trip generation is 5.94 peach hour trips. It is estimated that the total daily trips generated would be approximately 50 trips.

g. Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe.

No.

h. Proposed measures to reduce or control transportation impacts, if any:

None.

15. Public services

a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe.

There may be an occasional need for emergency services such as: fire and/or police services. This would be an increase from the current need because of the development of previously vacant property.

b. Proposed measures to reduce or control direct impacts on public services, if any.

Property taxes will be assessed which help to pay for the emergency services listed. Also, the need for these services will be minimal.

16. Utilities

a. Circle utilities currently available at the site:

electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other _____

b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed. Water will be supplied by the City of Longview; power will be supplied by Cowlitz County PUD; and refuse service will be provided by Waste Control.

C. Signature

I declare under penalty of the perjury laws that the information I have provided on this form/application is true, correct and complete:

Signature:



Name of signee: Gregg Miller

Position and Agency/Organization: Applicant

Date Submitted: April 1, 2021

D. Supplemental sheet for nonproject actions [\[HELP\]](#)

(IT IS NOT NECESSARY to use this sheet for project actions)

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?

The non-project action to allow 'outdoor continuous entertainment uses' such as mini-golf in the mixed-use commercial/industrial zone is unlikely to significantly affect such releases. Increased pavement is one possibility.

Proposed measures to avoid or reduce such increases are:

All projects must meet the western Washington stormwater manual and comply with City stormwater permit conditions .

2. How would the proposal be likely to affect plants, animals, fish, or marine life?

The proposal is unlikely to affect the above.

Proposed measures to protect or conserve plants, animals, fish, or marine life are:

3. How would the proposal be likely to deplete energy or natural resources?

The proposal will not deplete energy or natural resources.

Proposed measures to protect or conserve energy and natural resources are:

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection; such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?

The proposal is unlikely to affect these areas as the Longview industrial zones are all previously disturbed sites, even when lots are vacant, previous uses have occurred where the environment was altered.

Proposed measures to protect such resources or to avoid or reduce impacts are:

The Longview critical areas ordinance is in effect.

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?

The proposal will amend the zoning code to allow a commercial use in a mixed-use light industrial zone.

The purpose of the C/I zone is to permit a mixture of industrial uses and related commercial uses or commercial activity that supports industry. The proposal would allow outdoor entertainment businesses which are currently only allowed in conjunction with a bowling center. Due to the use already being found to be compatible in the zone, when combined with a bowling center, the proposal is deemed to be compatible with the uses and intent of the MU-C/I zone.

Proposed measures to avoid or reduce shoreline and land use impacts are:

The performance standards for industrial zones are in effect to help mitigate and prevent aesthetic, noise, and lighting impacts from one use to another. The light industrial nature of the zone supports the compatibility of this proposal with existing uses occurring in the zone.

6. How would the proposal be likely to increase demands on transportation or public services and utilities?

The proposal could conceivably result in increases in demands on the road networks and may bring different trips to the zone than would occur if the use is not allowed.

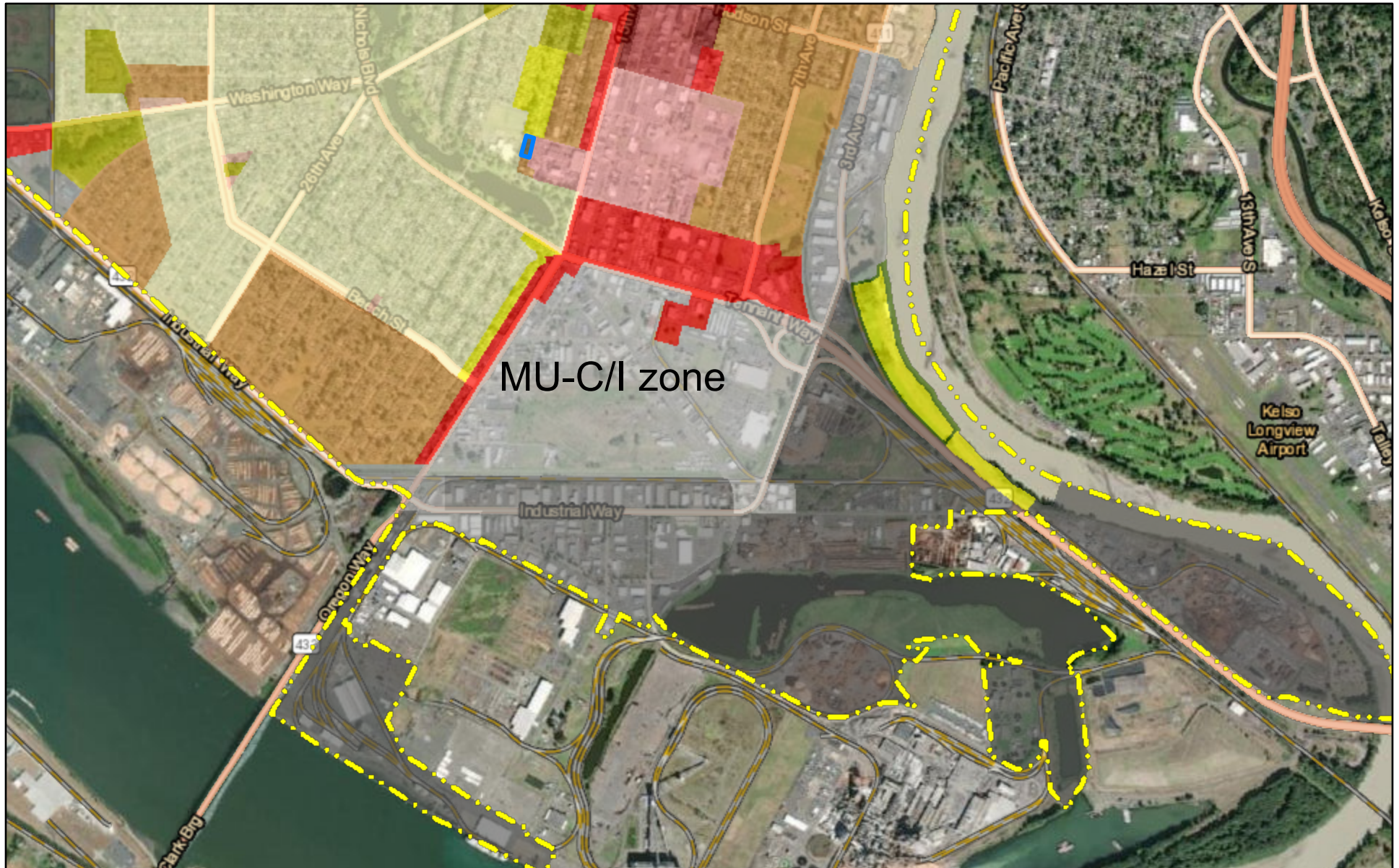
Proposed measures to reduce or respond to such demand(s) are:

Traffic studies, access management evaluations and change of use reviews all provide means of reducing and responding to such demands.

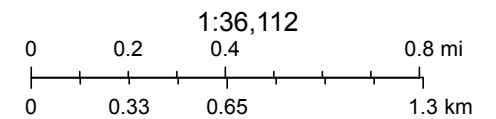
7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.

The proposal occurs in the Longview city limits, is a local zoning regulation, and will not conflict with other laws or environmental protection requirements.

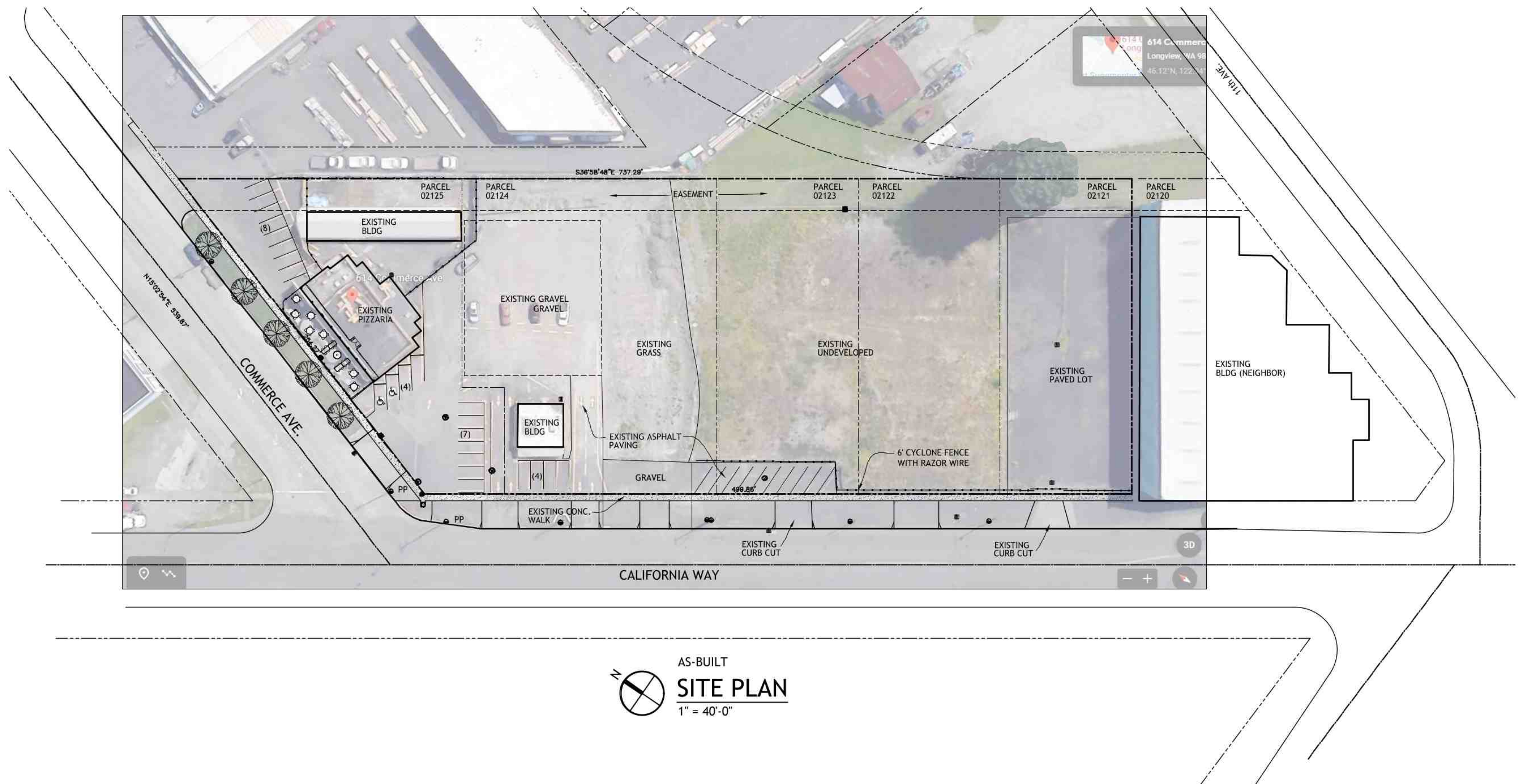
Mixed-use Commercial/Industrial zone vicinity



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Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, Esri, HERE,



AS-BUILT
SITE PLAN
1" = 40'-0"



LONGVIEW, WA
NEWBERG, OR
NEHALEM, OR
WWW.BRITTELLARCH.COM

A New Miniature Golf Course
1238 California Way, Longview WA 98632

PRELIMINARY
NOT FOR CONSTRUCTION

MRK	DATE	DESCRIPTION
A	3-25-21	PRELIMINARY DESIGN
B	3-30-21	REVISED PRELIMINARY DESIGN
C	4-01-21	REVISED PRELIMINARY DESIGN

JOB NUMBER:
2115

SHEET:

AB1
AS-BUILT SITE PLAN

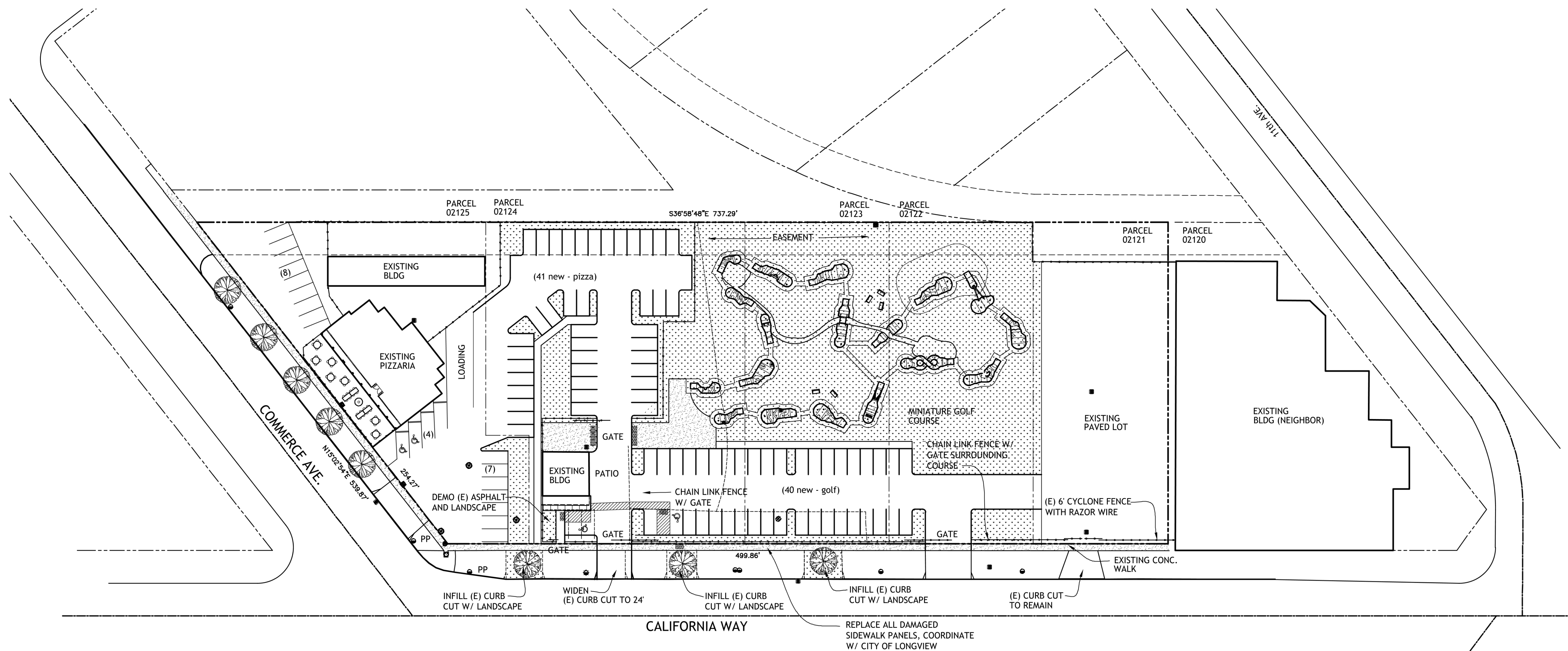
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C	4-01-21	REVISED PRELIMINARY DESIGN

JOB NUMBER:
2115

SHEET:
A1
SITE PLAN



**PROPOSED
SITE PLAN**
1" = 40'-0"

SITE DATA:
SITE AREA: 130,839 SQ. FT. (INCLUDES 5 PARCELS)
ZONING: MU-C/I

REQUIRED PARKING FOR RESTAURANT PER LMC 19.78.140
20 PER 1,000 S.F. MIN.
30 PER 1,000 S.F. MAX. (OF DINING AREA)
DINING AREA = 2,800 sf / 1000 = 2.8
2.8x20 = 56 min, 2.8x30 = 84 max
PARKING PROVIDED: 60 SPACES (AFTER 41 ADDED)

PROPOSED PARKING FOR MINI-GOLF
SINCE LMC 19.78 DOES NOT LIST PARKING FOR MINI-GOLF
WE PROPOSE 2 SPACES PER HOLE PLUS 1 PER EMPLOYEE
18 HOLES = 18x2 = 36 + 2 EMPLOYEES = 38 SPACES REQUIRED
PARKING PROVIDED: 40 SPACES (NEW)



City of Longview

Agenda Summary

ORDINANCE NO. 3444: ADOPTING A REZONE FOR 5 PROPERTIES AND COMPREHENSIVE PLAN MAP AMENDMENT FOR 4 PROPERTIES IN THE 800 BLOCK OF 18TH AVE.

RECOMMENDED ACTION:

MOTION TO ADOPT ORDINANCE NO. 3444.

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Council Initiative: Enhance public safety & emergency response

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

Ordinance 3444 will rezone 5 residential properties in the 800 block of 18th Ave from R-1 to R-4, and amend the future land use map from low density to public/quasi-public/institutional for 4 of the properties.

STAFF CONTACT:

Adam Trimble, Interim Planning Manager

Attachments:

1. Ord No 3444 map amendments 800 block of 18TH Ave CompP and Rezone w attachments

ORDINANCE NO. 3444

AN ORDINANCE AMENDING CHAPTER 19.03 OF THE LONGVIEW MUNICIPAL CODE, RELATING TO THE COMPREHENSIVE PLAN FOR LAND USE DEVELOPMENT OF THE CITY OF LONGVIEW, BY ADDING NEW SECTIONS THERETO, TO BE DESIGNATED AS SECTIONS 19.03.021.27 AND 19.03.022.27, TO REFLECT A COMPREHENSIVE PLAN AMENDMENT ON CERTAIN PROPERTIES FROM LOW DENSITY RESIDENTIAL TO PUBLIC/QUASI-PUBLIC/INSTITUTIONAL, AMENDING THE ZONING OF CERTAIN PROPERTIES FROM R-1 TO R-4.

WHEREAS, PeaceHealth owns 4 residential single family homes on 18th Ave adjacent to the St. John Hospital and PeaceHealth Lakefront Clinic. The last house on the block, addressed 1751 is under private ownership. PeaceHealth has applied to re-zone the homes under its ownership from R-1 to R-4 and amend the comprehensive plan designation for the properties from low density residential to Public/Quasi-Public/Institutional. The remaining home on the block is included in the changes for consistency with the surrounding zoning and uses and in the interest of fairness; and

WHEREAS, at their May 5, 2021 regular meeting, the Longview Planning Commission held a public hearing on the application. The Planning Commission received testimony at this meeting following which the Planning Commission voted to recommend approval of the application; and

WHEREAS, an Environmental Checklist for the proposed Comprehensive Plan Map and Zoning Map revisions was reviewed pursuant to the State Environmental Policy Act and a determination of non-significance was issued on April 21, 2021. The comment period for the SEPA checklist ended May 5, 2021; and

WHEREAS, after reviewing the information presented to the City Council and the recommendation of the Planning Commission, and after having considered all of the evidence and testimony presented in favor and against such amendment, at their May 27, 2021 meeting, the City Council voted to direct that an ordinance be prepared to adopt the changes recommended by the Planning Commission for a Comprehensive Plan Future Land Use Map and zoning code amendment.

NOW THEREFORE, the City Council of the City of Longview do ordain as follows:

Section 1. The City Council adopts the following findings in support of the comprehensive plan amendment and rezone that is the subject of this ordinance:

1. With inclusion of the property at 1751 Delaware Street (parcel 01190), the proposal is consistent with the 2019 Longview Comprehensive plan Goals, Policies and Objectives.
2. With inclusion of the property at 1751 Delaware Street (parcel 01190) the proposal meets the Approval criteria for site-specific rezones per LMC 19.81.090.
3. It is in the public interest to encourage a change in land use for the area as there is a substantial relationship to the public health.

Section 2. That there shall be, and is hereby, added to Chapter 19.03 of the Longview Municipal Code, a new section designated as Section 19.03.021.27, reading as follows:

Section 19.03.021.27 Second Amendment to 2019 Comprehensive Plan

The following described properties lying within the present corporate limits of said City are hereby removed from the area classified as Low Density Residential and transferred to the area classified as Public/Quasi-Public/Institutional in the Comprehensive Plan for the development of land and building uses with the City:

Those properties commonly known as 828, 840, 846 18th Avenue and 1751 Delaware Street in the City of Longview, Washington.

Parcel numbers 01187, 01188, 01189, and 01190

As shown on the "Proposed Comprehensive Plan Designation" map attached hereto as Exhibit A and incorporated herein by this reference.

Section 3. That there shall be, and is hereby, added to Chapter 19.03 of the Longview Municipal Code, a new section designated as Section 19.03.022.27, reading as follows:

Section 19.03.022.27 Second Revised Land Use Map - 2019 Comprehensive Plan - Preparation and Filing

The Department of Community Development for the City shall cause to be prepared a new land use map reflecting the changes set out in Section 19.03.021.27, such map to be designated as "Revised Land Use Map No. 2 - 2019 Comprehensive Plan", and shall file a copy thereof in the office of the City Clerk where the same shall be available for public inspection as required by RCW 35A.63.072. The revised map is made a part of the City's Comprehensive Plan, replacing and superseding the land use map filed in accordance with Section 19.03.010.

Section 4. That the following described area located in the City of Longview, Cowlitz County, Washington, shall be, and is hereby deleted and transferred from its present designation of R-1 Residential District to R-4 Residential District, as follows:

Those properties commonly known as 822, 828, 840, 846 18th Avenue and 1751 Delaware Street in the City of Longview, Washington.

Parcel numbers 01186, 01187, 01188, 01189, and 01190

As shown on the Proposed Zoning map attached hereto as Exhibit B and incorporated herein by this reference.

Section 5. This Ordinance shall be in full force and effect from and after thirty (30) days from the date of its passage and publication as provided by law.

Passed by the City Council this ____ day of _____, 2021.

Approved by the Mayor this ____ day of _____, 2021.

MAYOR

ATTEST:

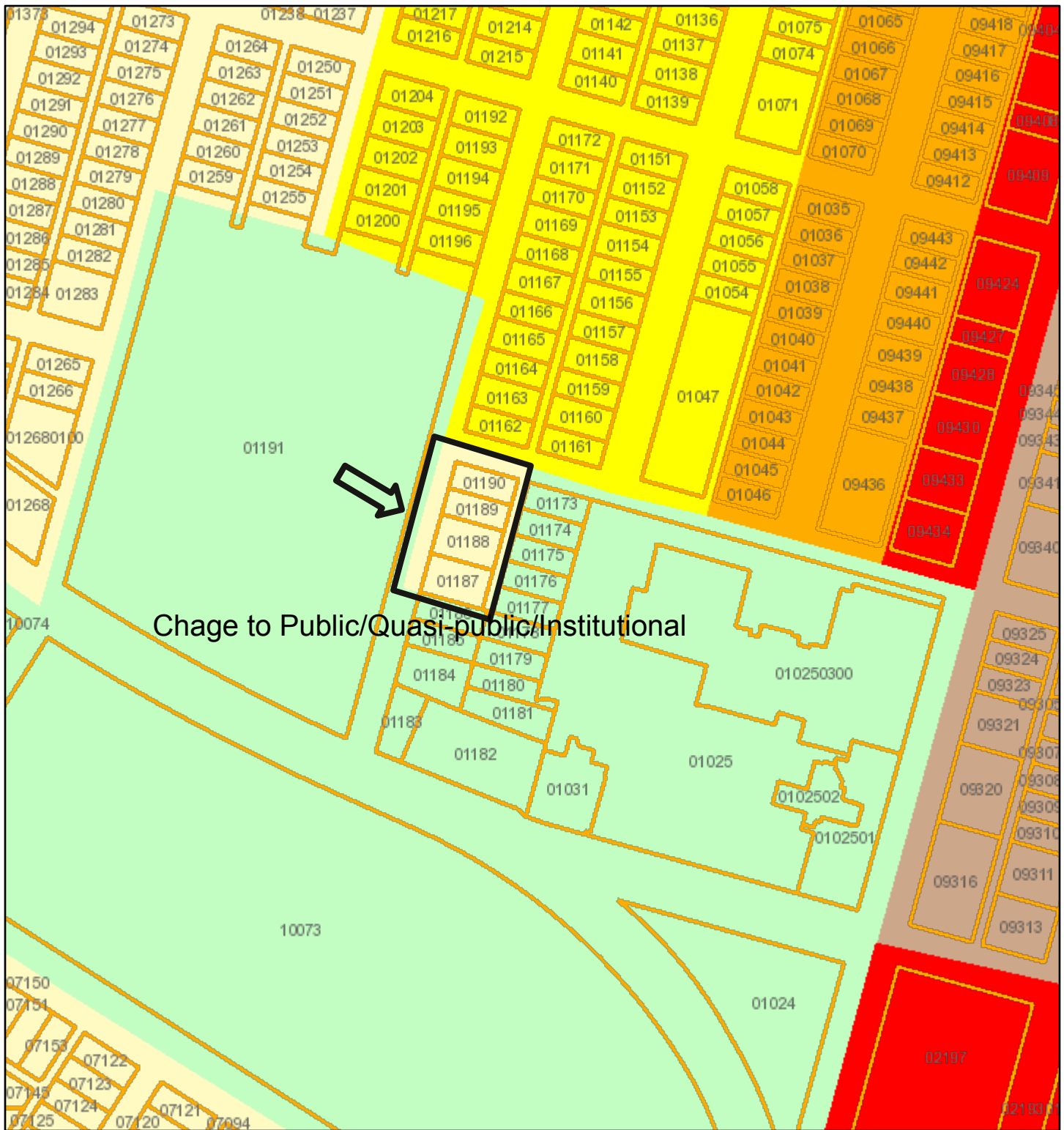
City Clerk

APPROVED AS TO FORM:

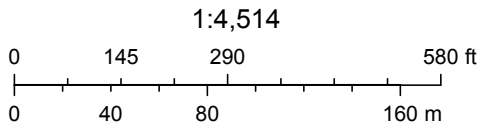
James McNamara
City Attorney

Published: _____

ORDINANCE 3444 EXHIBIT A PROPOSED FUTURE LAND USE MAP

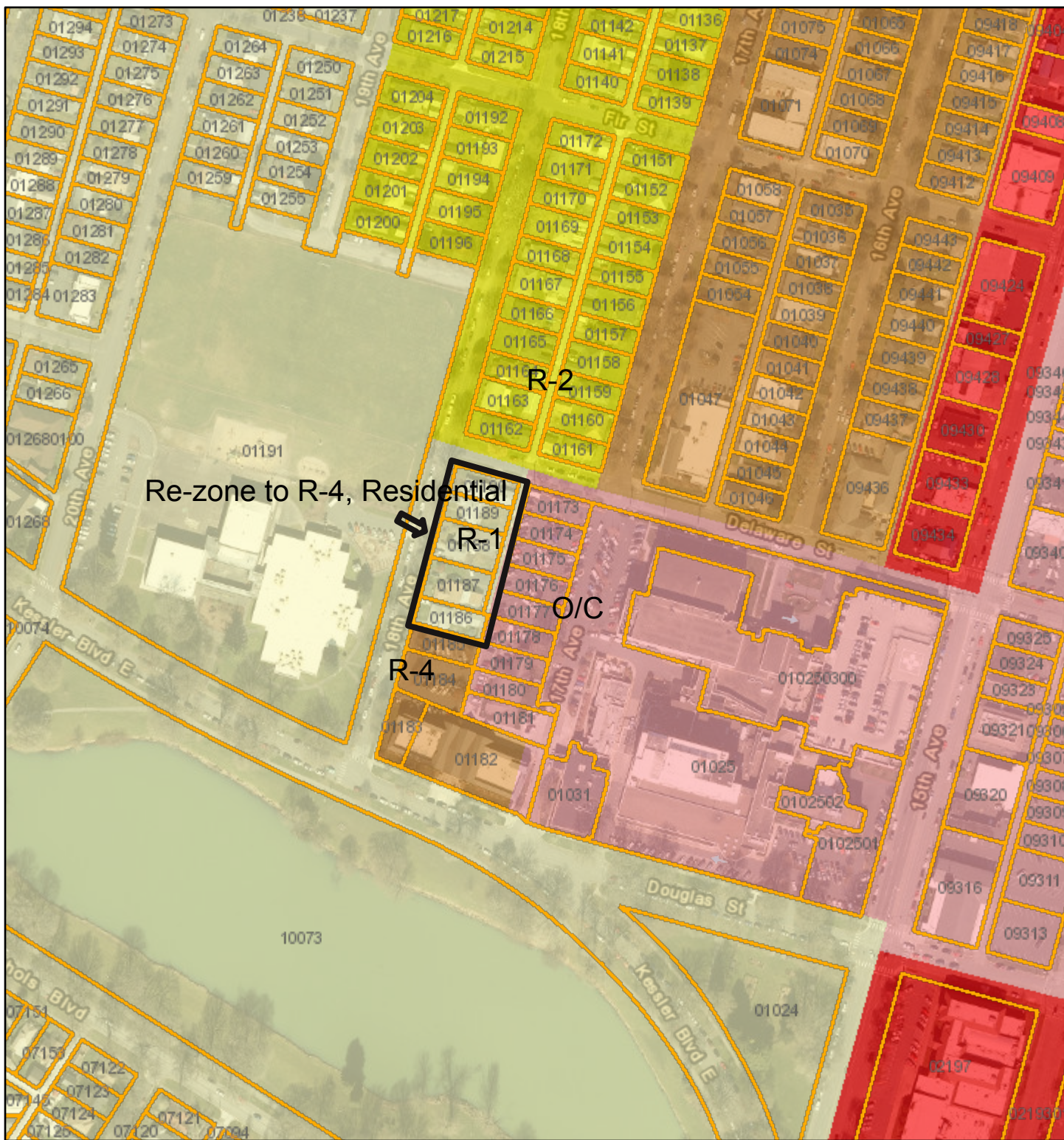


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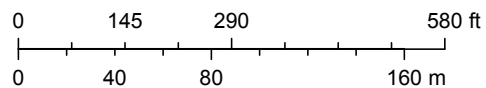
Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, Esri, HERE, Garmin, (c) OpenStreetMap contributors, Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China

ORDINANCE 3444 EXHIBIT B PROPOSED ZONING MAP 800 BLOCK OF 18TH AVE



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1:4,514



Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, Esri, HERE, Garmin, (c) OpenStreetMap contributors, Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China



City of Longview

Agenda Summary

SET PUBLIC HEARING – 2022-2027 SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AND RIVERCITIES TRANSIT PROGRAM OF PROJECTS (POP)

RECOMMENDED ACTION:

MOTION TO SET THE CITY COUNCIL MEETING ON JUNE 24, 2021, AS THE DATE AND TIME FOR A PUBLIC HEARING ON THE 2022-2027 SIX-YEAR TIP/POP

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Improve streets and roads

Improve transportation systems.

SUMMARY STATEMENT:

State law requires that each city update its Six-Year Transportation Improvement Program (TIP) annually and file a copy of the adopted program with the Secretary of Transportation.

Federal law also requires transit agencies receiving Federal Transit Administration (FTA) funding to prepare a Program of Projects (POP) identifying the projects to be funded with FTA funding, and to conduct a public hearing and outreach process prior to adopting the POP. The TIP includes FTA funded projects and meets the requirements of the POP.

After adoption, the TIP/POP can be subsequently amended to include new projects and funding sources.

Copies of the draft TIP/POP will be distributed to the city council at least one week prior to the public hearing.

STAFF CONTACT:

Ken Hash, Public Works Director

Attachments: None



City of Longview

Agenda Summary

SET PUBLIC HEARING FOR 2021 HOME AND CDBG ALLOCATIONS FOR JUNE 10 2021. THE CITY HAS BEEN ALLOCATED \$333,767 IN CDBG FUNDS AND THE LONGVIEW-KELSO HOME CONSORTIUM HAS BEEN ALLOCATED \$366,284 IN HOME PROGRAM FUNDS.

RECOMMENDED ACTION:

SET A PUBLIC HEARING FOR JUNE 10, 2021 TO ALLOCATE THE FUNDS AND ADOPT THE 2021 ANNUAL ACTION PLAN.

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Preserve and Enhance Neighborhoods.

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

Set public hearing for 2021 HOME and CDBG allocations for June 10 2021. The city has been allocated \$333,767 in CDBG funds and the Longview-Kelso HOME consortium has been allocated \$366,284 in HOME program funds.

STAFF CONTACT:

Adam Trimble, Interim Planning Manager

Attachments: None



City of Longview

Agenda Summary

APPROVAL OF CLAIMS

1ST HALF MAY 2021 ACCOUNTS PAYABLE

1ST HALF MAY 2021 PAYROLL

Based upon the authentication and certification of claims and demands against the city, prepared and signed by the City's auditing officer, and in full reliance thereon, it is moved and seconded as shown in the minutes of this meeting that the following vouchers/warrants are approved for payment:

FIRST HALF MAY 2021 ACCOUNTS PAYABLE: \$1,616,501.72

FIRST HALF MAY 2021 PAYROLL:

\$2,930.97, checks no. 912-917

\$772,483.14, direct deposits

\$536,307.66, wire transfers

\$1,311,721.77 Total

STAFF CONTACT:

Kaylee Cody, City Clerk

John Baldwin, Accountant

Chresta Larson, Human Resources Specialist

Attachments: None



City of Longview

Agenda Summary

SET PUBLIC HEARING ON DRAFT HUD CONSOLIDATED PLAN UPDATE, PART 1 OF 2: HOUSING AND COMMUNITY DEVELOPMENT NEEDS SECTION, FOR JUNE 10, 2021.

RECOMMENDED ACTION:

SET A PUBLIC HEARING ON THE DRAFT MARKET ANALYSIS AND NEEDS ASSESSMENT SECTIONS OF THE 5 YEAR HUD CONSOLIDATED PLAN UPDATE.

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Council Initiative: Preserve and enhance neighborhoods, address quality of place issue, create new opportunities.

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

The City's 5 year HUD consolidated plan is being updated in two parts: draft Needs Assessment and Market Analysis sections have been prepared so that goals and priorities can be set. Council will hold a public hearing on these sections, hear from stakeholders and residents and then adopt the draft so that a Strategic Plan with priorities and goals to meet the needs can be drafted and presented to Council in July.

STAFF CONTACT:

Adam Trimble, Interim Planning Manager

Attachments:

1. Introduction_Longview-Kelso CP_Stakeholder

Dear Stakeholder,

The city of Longview receives Community Development Block Grant (CDBG) funding from the U.S. Department of Housing and Urban Development (HUD). The cities of Longview and Kelso receive HOME Investment Partnership funding from HUD through their consortium.

A requirement for receipt of these two funding grants is to prepare a Consolidated Plan covering a five-year period (2020-2024). The goal of the plan is to develop viable urban communities by providing decent housing, suitable living environments, and expanding economic opportunities, principally for low- and moderate-income persons.

We need your help in drafting this updated plan. A draft Needs Assessment and Market Analysis has been prepared to help with this discussion. The assessment shows needs in many areas, such as:

- 1) Low-and moderate-income households who are severely housing cost burdened;
- 2) Low rental vacancy rates;
- 3) Aging housing stock and minimal new construction; and
- 4) Aging of the population.

Anticipated Resources

Longview and Kelso have seen their allocation of CDBG and HOME funds decline over the years. CDBG funds allocated to Longview in 2021 amount to \$327,954, which is \$91,990 less than received in 2005. HOME funds have rebounded in recent years, and the consortium now receives \$15,152 less than received in 2005. The impact of these reduced funds is even more pronounced when considering the impact of inflation in those sixteen years.

The following table shows anticipated CDBG and HOME allocations over five years.

Table 1: Anticipated Resources, 2020-2024

	2020 ¹	2021	2022	2023	2024	TOTAL
CDBG Allocation	333,767	327,954	330,000	330,000	330,000	1,651,721
HOME Allocation	360,974	366,284	364,000	364,000	364,000	1,819,258
TOTALS	\$694,741	\$694,238	\$694,000	\$694,000	\$694,000	\$3,470,979

In addition to these funds, HUD has also allocated nearly \$5 billion in American Rescue Plan funds to help communities create affordable housing and services for people experiencing or at risk of experiencing homelessness. The Longview-Kelso HOME Consortium is allocated **\$1,326,277**.

What are the Priority Needs?

The level of need in a community is always greater than the limited resources available to meet the need. Accordingly, the first step is to identify the priority needs for these HUD funds.

When you review this assessment, your community and services you provide, what would you identify as the top three priorities? In 2019, the cities said they would evaluate how the market responds to increased demand for housing and increasing rents for households.

Here are the priority needs shown in the existing Consolidated Plan. Are these still current, or have they changed? If you had to choose just one or two, what would they be?

1. Improve the quality of the housing stock
2. Reduce extreme cost burdens and increase housing
3. Provide needed public improvements

¹ The activities in 2020 have already been allocated.

4. Increase opportunities for homeownership
5. Expand economic opportunities for self-sufficiency

What are the Goals that the Consolidated Plan should help implement?

The Consolidated Plan must include a set of goals based on the availability of resources and local organizational capacity. The goals should address the priority needs and are used to help track and monitor performance over the five-year period. Effective goals should be specific, measurable, action-oriented, realistic and time-bound.

Here are the goals shown in the existing Consolidated Plan. Are these still current, or have they changed? If you had to choose just one or two, what would they be?

1. Stabilize and revitalize neighborhoods
2. Promote thriving commercial districts and options
3. Reduce the numbers and shorten homelessness



Public hearings on the housing and community development needs will be held on June 8th before the Kelso City Council and June 10th at the Longview City Council. The public comment period will end on July 9th. The draft Consolidated Plan and 2021 Annual Action Plan is scheduled to be considered by the respective councils on July 20th and 22nd.

Need to find more information?

For more information about the 2020-2024 Consolidated Plan Update, please visit <https://www.mylongview.com/650/Consolidated-Plan-Update-2020-2024>.

Draft for Review: [Draft Needs Assessment and Market Analysis May 2021](#)
[May 19 2021 presentation on draft Needs Assessment and Market Analysis](#)