



City of Longview

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

Agenda - Planning Commission Workshop Meeting in Training Room or Small Conference Room, upstairs at City Hall

To attend the meeting virtually use the link or
information below:

<https://us02web.zoom.us/j/86788038944>

Telephone: 1 253 215 8782 or +1 346 248
7799 Webinar ID: 867 8803 8944

Planning Commission

Wednesday, September 7,
2022

7:00 PM

City Hall

1. **ROLL CALL**
2. **AUDIENCE PARTICIPATION OF CORRESPONDENCE**
3. **WORKSHOP ITEMS**

22-000548 PC 2022-4 INFILL WORKSHOP #3

22-000551 PC 2022-5 WORKSHOP ON STAFF PROPOSED ZONING CODE AMENDMENTS:
DRIVEWAY STANDARDS, DATA CENTERS, MINI-STORAGE, MYLARS.

RECOMMENDED ACTION: PROVIDE FEEDBACK TO STAFF ON THE PROPOSED
AMENDMENT TOPICS.

4. **PLANNER'S REPORT**
5. **ADJOURNMENT**



September 1, 2022

TO: Longview Planning Commission

FROM: Adam Trimble, Planning Manager

MEETING DATE: September 7, 2022

SUBJECT: PC 2021-1 – Workshop on zoning code amendments to support infill

The Planning Commission has held 2 workshops on Infill, on August 3 and July 6, 2022. Infill workshop #2 considered options for different regulatory approaches to achieve the goals of the comprehensive plan, specifically focused on the Objective LU-E.1: “Develop regulations to govern infill in residential areas with large lots.”

Summarized options discussed at workshop #2:

1. Minimal changes to the TNR zone- the ‘light touch’ approach. This option will consider allowing multiple single family homes on one lot in the Traditional Neighborhood Residential Zone...
2. Private Roads- the ‘County style development option’. This option will develop standards for private roads which could be constructed for small subdivisions and lots could be located off the private roads. ...
3. Cluster Style Development- ‘the new ideas’ approach. This option will look at allowing a new permitted use in single family zones known as cluster housing, cottage housing or courtyard style development. These developments allow infill by permitting multiple homes behind existing homes or on undeveloped portions of large lots. It may involve reducing public road standards or allowing flexibility on required road frontage. ...
4. Other approaches will be considered for hillside areas and zones other than TNR, Traditional Neighborhood Residential.

For this workshop #3, in the attached pages, I have started to list goals and objectives I have heard from Planning Commissioners to help guide this process. Please let me know what you would add or modify from what I have started. I also provide several areas for discussion.

There is a lot of guidance, examples and professional advice about infill describing many different forms of development from accessory dwelling units to multifamily. I have included some publications and references for you to review ahead of our meeting. If you find you are curious about something check this resource collection out:

<http://mrsc.org/home/explore-topics/planning/development-types-and-land-uses/infill-development-completing-the-community-fabric.aspx>

Two examples in Washington State:

Vancouver WA Infill Ordinance <https://vancouver.municipal.codes/VMC/20.920>

City of Bellingham: <https://cob.org/gov/dept/pcd/infill-housing-toolkit>

Infill Development Goals and objectives

- 1) Development of rules that promote owner-occupied housing versus rental housing.
 - a. Two-Attached single family homes vs. duplexes
 - b. 'cottage housing' vs. multi-family buildings
 - c. Townhouses
- 2) Public roads and infrastructure preferred over private roads and infrastructure.
 - a. A reduced public road standard is preferable to a private road with shared maintenance agreements.
 - b. Public infrastructure is preferred to ensure developments always have access to water and sewer, are not dependent on shared maintenance.
 - c. 'Half-streets' can built to provide opportunity for additional development on a neighboring parcel.
 - d. Shared driveways aka fire apparatus roads could be an option for smaller developments up to 3 homes.
- 3) Minimum standards for lot size, width, frontage, setbacks and parking need to be reduced to accommodate development on 100' wide property.
- 4) Start with the Traditional Neighborhood Residential District, TNR which contains the CVG neighborhood and Ocean Beach Hwy lots between 15th Ave and Nichols.

Infill Regulations- discussion points:

- 1) Maximum lot size: Set a maximum lot size for infill developments to ensure that the rules are used in areas where full subdivisions are unlikely or impossible to occur. Example:
 - a. An "infill parent parcel" is the larger parcel of land from which infill parcels are divided.
 - b. The parcel must be two and one-half (2.5) acres or smaller in area.
- 2) Maximum number of lots: state law allows up to 9 lots to be created through a 'short plat' which is administratively at the staff level. Longview currently allows 4 lots through a short plat.
 - a. Many lots in the CVG will not be able to accommodate more than 5 standard lots. Example: a 30,000 sq ft lot has room for a 3,500 to 4,400 sq. ft. of road and 5, 5,000 sq. ft. lots or 4 6,000 sq. ft. lots.

- b. Townhouse developments could provide up to 9 lots but current law of the city requires a full subdivision for more than 4 lots. If the short plat law is amended to allow up to 9 lots then townhouse developments could be administratively approved. The full subdivision review is valuable for allowing opportunity for public comment and input from the Planning Commission and City Council.
- c. Minimum Lot Size: The TNR zone currently offers the most in-fill opportunities by allowing townhouses and two-unit attached houses. The lot size is also reduced to 5,000 for standard lots and 2,000 sq ft for townhouses.
- d. The current TNR standards provide good options for denser development but the Planning Commission may want to consider allowing infill lots as small as 4,500 to accommodate more homes and adequate access. (see below) or [19.20.030 Density and dimensional standards.](#)
 - i. [19.20.050 Traditional neighborhood residential standards.](#)

Standard	TNR
Minimum lot size (square feet)	5,000; 2,000 (townhouse), unless otherwise approved via PUD process
Minimum lot frontage/width (feet)	35 (zero lot line and two-unit townhouses); 45 ¹ (other)
Minimum lot frontage on a cul-de-sac	
Maximum density (units per acre)	8 units ²
Front yard setback (feet)	20
Front yard setback (alley-loading) ³	10
Rear yard setback ⁴ (feet)	10
Side yard setback ⁵ (feet)	56
Side yard (street) setback – corner lot, street flanking (feet)	10
Maximum building height – residential (feet)	35
Maximum building height – accessory building (feet) ⁷	20
Maximum impervious area of lot ⁸	75%

1. Residences designed as zero lot line units, including two-unit townhouse structures, shall adhere to the standards set forth in LMC [19.20.050](#)(5) for lot width/frontage.
2. The allowable density may be increased to up to 12 units in TNR zones areas that are outside of the Columbia Valley Gardens neighborhood, as presently defined in the Longview Comprehensive Plan (Figure 3-1) or as subsequently amended.
3. To utilize the reduced setback in any of the residential districts, alley access must be provided and all off-street parking, garages and driveways for a given lot and residence shall be located and accessed from the alley. In the R-1, R-2, and TNR districts, the reduced front yard setback applies to lots in a subdivision or short subdivision where the reduced setback was approved as part of the overall approval process for the subdivision or short subdivision.
4. See LMC [19.20.070](#)(3)(c).
5. For single-family attached housing units (e.g., townhouses), the setback for the nonattached side of a dwelling unit (end units) shall be 10 feet (excepting corner lots), otherwise there is no side yard setback.
6. Homes in the TNR zone may utilize the zero lot line setback provisions set forth in this chapter.
7. See LMC [19.20.080](#)(4)(c).
8. Townhouse units/lots are not subject to the maximum impervious area standard.

- 3) Setbacks: It may be necessary to write-in reduced setback options to accommodate decent housing on in-fill lots which could be wide and shallow.
 - a. Vancouver WA allows the following:

C. Setbacks. Infill parcels developed under provisions of this Chapter shall comply with setback requirements of Table 20.410-3 (Development Standards In Low-Density Residential) except that front yard and side yard setbacks in all zones shall be as follows:

1. Minimum Front Yard.
 - a. Eighteen (18) feet for garage or carport structures or other similar vehicular shelter.
 - b. Ten (10) feet for all other structures
2. Minimum Side Yard.
 - a. Side yard shall comply with the standard side setbacks of the applicable zoning district.
- 4) Design Criteria: Many cities specify certain design requirements to help with compatibility with the neighborhood:
 - a. Building Orientation: either toward the access road, or the public road in front.
 - b. Location of parking: in garages or carports, in driveways or on-street.
 - c. Roof pitch- requirements to provide pitched roofs to match neighboring homes.
 - d. Landscaping, screening and fencing to provide privacy: if regulated and required, these steps would likely be maintained by future owners.
- 5) Criteria for Public roads (half-streets) vs private shared driveways.
 - a. Many cities provide a number of lots which can be served by shared driveways vs private roads or half-streets.
 - b. See road standard examples from Vancouver below.

Road standards from City of Vancouver to review:

<https://vancouver.municipal.codes/VMC/11.80.060>

Development shall have frontage or approved access to a public street in accordance with Section [11.80.110](#). If the development does not have frontage along a public street, an access easement will be required. Dedicated and private rights of way providing access to a parcel being developed must meet minimum right of way width as specified in the City's transportation standard plans and details.

E. Half – Width Streets. Half-width streets may be allowed when a development is limited to one side of the street, as long as there is no physical obstruction or development constraint that would prevent future construction of continuing half-street improvements on the adjacent property.

Half-width streets may be permitted as a temporary improvement to a minimum width of 16 feet, or one-half of the standard, whichever is greater. When serving more than five lots, the half-width improvement must be a minimum of 25 feet wide. Also, additional right of way or easement may be required between the edge of the street and the property line for construction clearance, slopes, or other features. In a commercial, office park, or industrial development, half-width streets will be allowed only after a traffic study verifies the adequacy of the street for

clearance and turning movements. Parking is prohibited along all half-width streets. Necessary signs and pavement markings to prohibit parking are the responsibility of the developer.

E. Street Frontage Improvements.

1. Infill developments are required to provide full half-street frontage improvements along arterial roadways.
2. On non-arterial roadways, infill developments are required, at a minimum, to meet the predominant characteristic/condition of the existing fronting roadway where the majority of parcels are already developed. Partial frontage improvement, subject to the requirements of this section, is possible. For example, if the predominant roadway characteristic (as defined using the calculation methodology below) is improved with curb and gutter but not sidewalk, the subject development would be required to provide curb and gutter.
3. Requirements for half-street frontage improvements are subject to the following criteria:
 - a. The project under review will provide street frontage improvements to a standard defined by the predominant existing or potential condition along the fronting roadway.
 - b. Corner parcels must provide full half-street frontage improvements on arterial roadways and be evaluated according to Section [11.80.060](#) E 3 for each non-arterial fronting street.
 - c. In cases where the Director finds that other pending or approved but unconstructed developments on the same street frontage would cause the calculation in Section [11.80.060](#) E 3 to exceed 50%, or where other recorded covenants requiring frontage improvements exist for parcels on the same frontage, or where the Director finds that the deferral will cause an adverse impact or create dangerous or hazardous condition, the Transportation Director may require half-street frontage improvements.

Table 11.80.060.F-1. Minimum Internal Driveway and Roadway Standards

	Total Number of Dwelling Units Served			
Minimum Standards	1 - 4	1 - 4	5 - 20	More than 20
Road Length (ft)	150 or fewer	More than 150	More than 150	More than 150
Road Width (ft)	12	16	20	24

Asphalt concrete surface and rock base will vary by soil type as defined in the City's transportation standard details – private street standard plan. Roadways constructed as LID facilities shall meet the requirements of VMC Chapter [14.25](#).

3. In addition, private access roads serving infill developments must:

- a. Have a maximum length of 400 feet, measured along the centerline from the intersecting street curb line to the end of the street or the back of the turnaround.
- b. Have adequate turning radii, provision for vehicle turnaround when a dead end private access road exceeds 150 feet in length as approved by the Fire Chief, and vertical curve clearance.
- c. Have a minimum vertical clearance of 13 feet 6 inches.
- d. Provide signage saying “No Parking – Fire Lane” and curb painting on both sides of the access roadway (all roads less than 28 feet clear width). Signs must be installed at the entrance to the fire access route, and at 50-foot intervals along the route. The signs must be visible in both directions along the road. Additionally, curb and/or pavement permanent paint denoting “No Parking – Fire Lane” is required between the fire lane signage. The required signage and curb markings must comply with the sign standards of the US Department of Transportation and City requirements.
- e. The road surface must be capable of supporting the weight of the heaviest firefighting apparatus.
- f. Stormwater management is required per VMC Chapter [14.25](#).

4. Such internal driveways and roadways must be treated as a street, and all setback requirements of this ordinance apply.

5. Alternate structural sections may be approved by the City Traffic Engineer for subgrade soils having “R” values greater than 35, and for equivalent cement concrete sections.
6. A certificate of occupancy will not be issued for any such residential dwelling unit unless such private roads have been constructed, and thereafter posted for “no parking,” if required. The owner is responsible for enforcing such parking limitations.
7. The total number of units served will be calculated from the existing on-site development and the potential lots served by the roadway from adjacent off-site development. Where potential lots exist on a nearby (but not adjacent) parcel, the Transportation Director may require that the roadway be constructed to a standard to also serve those future trips.
8. Prior to final approval, the infill development application must include a copy of and proof of recording of a joint use and maintenance agreement for any properties which will be served by the private infill roadway.
9. In cases where the Director and/or Fire Marshal find that the proposed private roadway improvements will cause an adverse impact or create a dangerous or hazardous condition, the Director will require standard public roadway improvements, as defined by Title [11](#). (Ord. M-4179 §12, 2016; Ord. M-4026 §10, 2012)

11.80.050 Private streets.**Table 11.80.050.C-1. Table – Design Criteria – Private Streets**

Number of Dwellings	Proposed Street Length (ft)	Minimum Easement Width (ft)	Minimum Pavement Width (ft)	Method for Intersection with Public Street	Curb and Gutter, Sidewalk & Street Lighting
1 - 4	< 200	20	12	Driveway	No
1 - 4	200 - 400	20	16	Driveway	No
5 - 8	< 200	20	16	Driveway	Yes
5 - 8	200 - 400	20	18	Driveway	Yes
5 - 8	400 - 750	20 +	20	Major commercial driveway	Yes
9 or more	Requires road modification approval - design criteria to be determined on a case-by-case basis.				

Table 11.80.070.C-3. Private Street Turnarounds

Length	Number of Dwellings Served	Radius to Right of Way	Radius to Face of Curb
Less than 200 feet	Four or fewer dwellings	No turnaround required	
Less than 200 feet	More than four dwellings	Reduced hammerhead per T10-01A	
200 feet to 400 feet	N/A	44 feet	35 feet
More than 400 feet	N/A	54 feet	45 feet

An aerial, isometric illustration of a city neighborhood. The scene shows a variety of buildings, including houses with gabled roofs and larger commercial-style structures. Some buildings are highlighted with darker outlines and colors like red, orange, and purple, while others are in lighter shades of pink, blue, and green. Trees with green and yellow foliage are scattered throughout the blocks. A street with a few cars, including a red one, is visible in the lower portion of the image. The overall style is soft and artistic, with a pastel color palette.

Infill Development Workshop #3

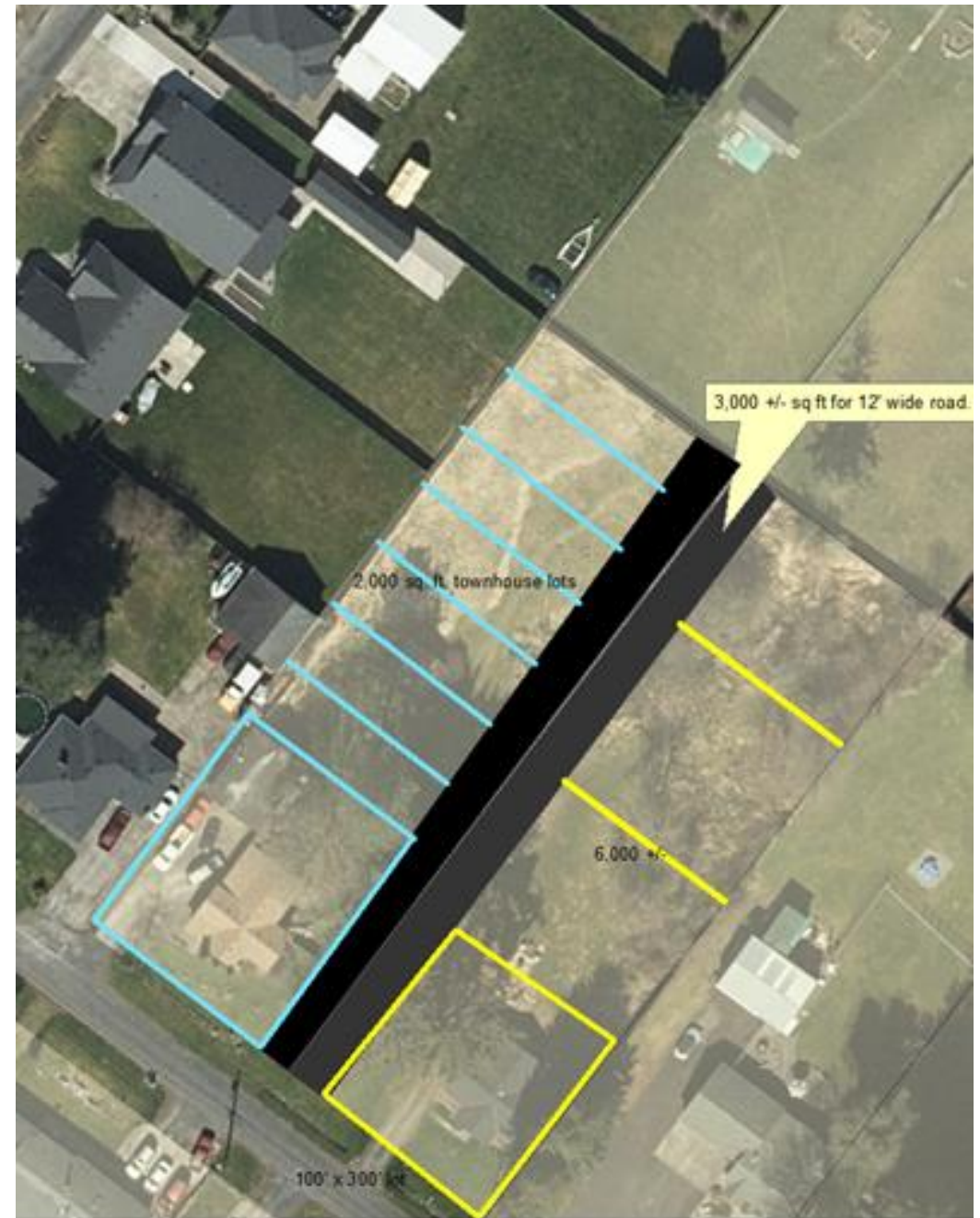
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CVG area represents potential for infill



CVG Infill example

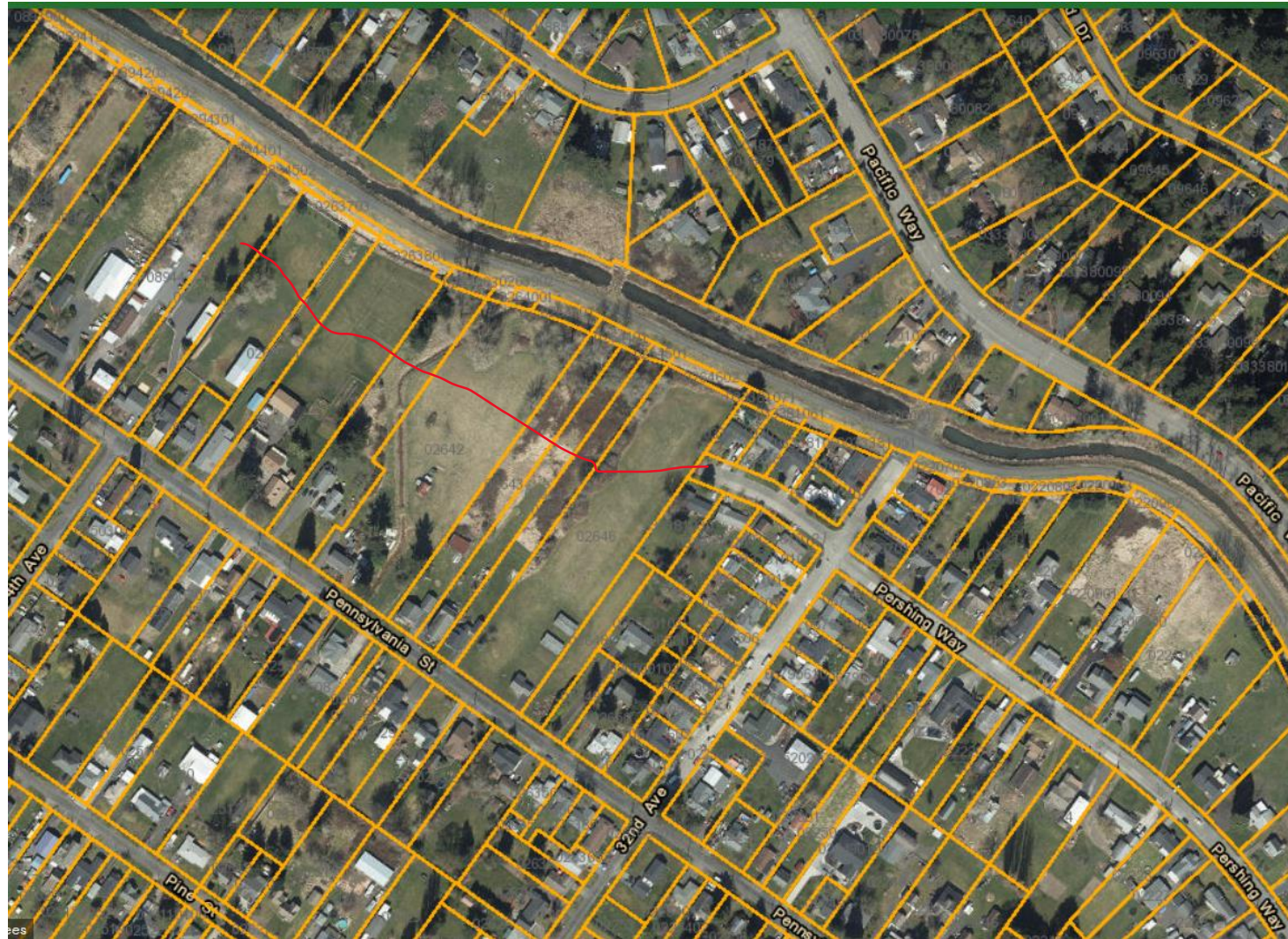
- This example shows two half-streets built on different properties but connecting to make one full street.
 - Each half could be 12'-16' wide.
- One side did a 4-lot short plat for lots around 6,000 sq. ft.
- The other side did 7 2,000 sq. ft. townhouse lots + the existing home.



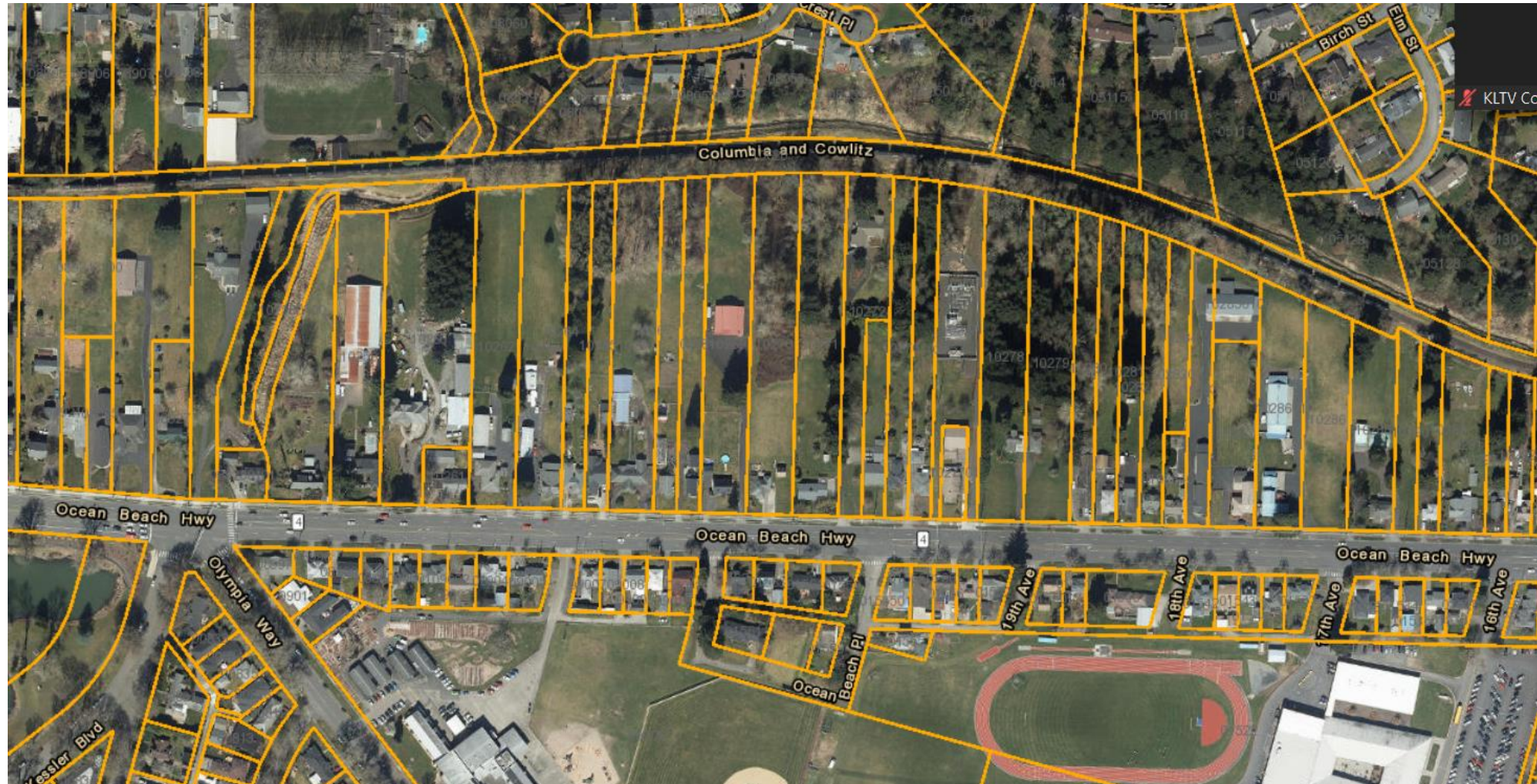


About 187 properties are suitable for infill in the CVG area [greater than 25,000 sq. ft.]

Continuation of existing roads:



Ocean Beach Hwy 300' deep lots



Ocean Beach Hwy 300+ ft. deep lots: about 55 parcels are over 25,000 sq. ft. in area.



What are the current requirements?

- Subdivision or short subdivision
- 60 road ROW
- 50' or 45' lot width, fronting on a public road.
- Limited unit types

Longview street standards:

Design Standard	Residential Alley	Residential Access	Residential Collector
Minimum right-of-way width	20 feet	60 feet, or as approved	60 feet
Minimum pavement width	14 feet or as approved	32 feet, or as approved	36 to 40 feet
Sidewalks (5 feet)	None	Both sides	Both sides
Street drainage	Center gutter as approved	Curb and gutter both sides, or as approved	Curb and gutter both sides, or as approved

Vancouver WA standards for shared driveways:

Table 11.80.060.F-1. Minimum Internal Driveway and Roadway Standards

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Road Width (ft)	12	16	20	24



September 1, 2022

TO: Longview Planning Commission

FROM: Adam Trimble, Planning Manager

MEETING DATE: August 3, 2022

SUBJECT: **PC 2022-5 – Workshop on staff proposed zoning code amendments: driveway standards, Data Centers, Mini-storage, Mylars**

Staff is requesting the Planning Commission initiate amendments to the zoning code to address 4 topics:

1. Driveway pavement requirements- require only the first 50' feet of driveways to be paved to reduce costs of development for large lots.
2. Data Centers- remove this use from all industrial zones. Cryptocurrency mining appears to be the predominant developer of this use and it provides very little economic or employment benefit while also demanding a lot of electricity and space.
3. Mini-storage restrictions- consider limiting how mini-storage is developed, or reduce the areas where it can be built. This land use remains very popular as a source of passive income for investors. This use is allowed in commercial and industrial areas and it provides very little economic or employment benefit while being land consumptive. With online tools and card access for customers mini-storage can be managed remotely. Staff is concerned the local supply and price of self-storage is attractive to people outside the community who are willing to drive-in for lower rates.
4. Mylar drafting material for plats- the zoning code requires that survey maps be printed on special transparent plastic film before recording but the County Auditor does not require this any longer, and the City scans and digitally archives survey maps for Boundary Line Adjustments and Short Plats. Removing this requirement for short plats and boundary line adjustments will make the process less expensive for applicants. The city will still require Mylar for long subdivisions which are less frequent.

Code sections:

Note: Underlined text is proposed to be added, ~~strikethrough~~ to be removed.

1. Driveway pavement requirements:

19.78.060 Surface requirements.

Every off-street automobile parking and truck loading and unloading space and necessary means of access to such space, such as driveways, shall be made permanently available for such purpose and shall be improved with asphaltic or Portland cement concrete or other approved alternatives including permeable pavements and pavers, for the first 50 feet of distance starting where it connects to a public road, and be well maintained.

Discussion: Staff has heard complaints from several property owners over the years who were required to pave driveways over 100' feet long to reach garages and outbuildings they constructed at the back or behind their lot. The intent of requiring paved driveways is to prevent track-out of rock and dirt onto public streets. The proposed code amendment will allow owners to chose whether to pave their entire driveway or stop the pavement after 50'. The total distance to be paved could be more nuanced - for example: 'Driveways must be paved the first 50 feet or to a point beyond the rear of the principle building, whichever is greater.' This should result in the portion of the driveway visible from the street being paved.

2. Data Centers:

Table 19.58.020-1. Permitted uses in industrial zones.			
Use			
	LI-A & B	HI	C/I
Research, development, and testing services	P	P	P
Data centers	P	P	P
Veterinary offices and clinics requiring outside animal runs and dog kennels/boarding	P		P
Offices and institutions serving industrial workers	P		P
Energy production		P	

Discussion: Staff has reviewed accounts of other cities, planning literature and a recent application for a data center and concluded it is not in the interest of the community to permit these land-uses in Longview. The use can be land consumptive due to heat generation and spacing and ventilation needs; requires very little employees or on-site monitoring, uses electricity of a scale to require their own substations, and needs security and fencing to protect the equipment. Data Centers do not produce B&O taxes or sales tax revenue and employees can perform maintenance remotely. A data center could pay local utility tax but a recent application for a data center in Longview showed their intent is to acquire electricity directly from the BPA.

3. Mini-storage: Mini-storage and self-service storage is allowed in Light Industrial and Commercial zones:

Table 19.58.020-1. Permitted uses in industrial zones.			
Use			
	LI-A & B	HI	C/I
Manufactured home sales	P		P
Mini-storage and RV storage	P		P
Heavy equipment and truck sales, service, and repair	P	P	P
Motor vehicle dealers, new and used, including auto, motorcycle, truck trailer, boat, recreational vehicles and equipment			P
Vehicle towing and storage services	P		P

Table 19.44.020-1. Permitted uses in commercial zones.

Miscellaneous	D-C	CBD	RC ¹	NC ²	GC	O/C
Day care facilities for the care of more than 12 children	SPU	P		P	P	P
Commercial off-street parking lots and garages	SPU	P			P	P
Self-service storage (mini warehouses)					P	SPU

Mini-storage is allowed in light industrial zones and the general commercial zone which is where the majority of buildable industrial/commercial land exists. The use is allowed as a special property use in the Office/Commercial District.

Discussion: Staff is recommending three approaches:

- In the General Commercial zone, prevent mini-storage from locating near public streets to preserve frontage for active commercial uses. A setback requirement of 120 feet from the road or a maximum frontage allowance of 50 feet could accomplish this. This could preserve visible street front property for commercial uses with frequent customers and activity.
- Limit the overall size of mini-storage allowed on a property and require co-location with active uses from the zone. For example 'mini-storage allowed on 80% of any site when also located with a Retail Sales and Service, Vehicle sales, renting, service, and storage, Lodging, temporary stay, or similar uses.
- Prohibit mini-storage in certain zones. This approach will evaluate how well different areas of the city are served by mini-storage and determine if additional storage should be permitted to be built in the zones where allowed. Existing mini-storage uses could be allowed to continue or expand by 20% for example.

4. Mylars:

19.68.070 Recording.

If the proposed boundary line adjustment is approved:

- (1) The applicant shall cause a survey map to be prepared and recorded with the Cowlitz County auditor's office ~~on reproducible mylar material (stabilized drafting film)~~ measuring at least 18 inches by 22 inches. Full surveys are not required for boundary line adjustments when a single property line is involved. At a minimum, the mylar shall contain the following information:

19.67.040 Final short plat approval.

- (4) Signing the Plat. Once approved, two ~~Mylar~~ copies will be submitted for signature and shall include:

Discussion: Staff is recommending removing the requirement for Mylars from the two code sections above. The Mylar is not required and no longer serves the same durability purpose for archiving it once did.

Please let me know if you have any questions: 360-442-5092 or adamt@mylongview.com