



City of Longview

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

Agenda

Planning Commission

Wednesday, December 7,
2022

7:00 PM

City Hall

The City Hall is accessible for persons with disabilities. Special equipment to assist the hearing impaired is also available. Please contact the City Executive Offices at 360.442.5004 48 hours in advance if you require special accommodations to attend the meeting.

1. **ROLL CALL**

2. **APPROVAL OF MINUTES**

22-000768 Minutes of the October 5, 2022 regular meeting

3. **PUBLIC HEARINGS**

4. **AUDIENCE PARTICIPATION OF CORRESPONDENCE**

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

6. **OTHER BUSINESS**

22-000773 Introduction of McAllister Kosar

7. **NON-PUBLIC HEARING ITEMS**

22-000766 PC 2022-3 Draft amendments to LMC Chapter 16.24 Electrical Code

Staff is requesting the Planning Commission initiate amendments to the Electrical Code on the topics of Electric Security Devices and Fences.

Recommended Actions: Review recommended draft code language and set a public hearing, or direct staff otherwise.

22-000772 PC 2022-5 Proposed zoning code amendments for driveway surface requirements, mini-storage location and development, and map or plat recording on Mylar requirements.

Recommend action: Motion to accept the final code amendments and set a public hearing.

8. **PLANNER'S REPORT**

9. **ADJOURNMENT**



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Minutes

Agenda

To attend the meeting virtually, please click the link below
to join the webinar:

<https://us02web.zoom.us/j/86788038944> Or by Telephone:
+1 253 215 8782 or +1 346 248 7799
Webinar ID: 867 8803 8944

Planning Commission

Wednesday, October 5, 2022

7:00 PM

City Hall

1. **ROLL CALL**

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

Present: Member Craig Collins, Member Trey Davis, Member Jeff Rauth, Member Ramona Leber

Absent: Member Kalei LaFave

Staff Present: Christopher Eastwood, Attorney; Adam Trimble, Planner; Karl Enyeart, City Engineer; Lisa Vertrees, Administrative Assistant

2. **APPROVAL OF MINUTES**

A motion was made by Member Jeff Rauth, seconded by Member Ramona Leber, to approve the September 7, 2022 regular meeting minutes. The motion carried by the following vote:

Ayes: All

Nays: None

22-000614 Minutes of the September 7, 2022 regular meeting.

3. **AUDIENCE PARTICIPATION OF CORRESPONDENCE**

Memo received regarding the data center agenda item.

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

Not read.

5. **NON-PUBLIC HEARING ITEMS**

22-000616 PC 2022-5 Proposed zoning amendments for driveway surface requirements, mini-storage location and development, data centers and map or plat recording on Mylar

requirements.

Recommended Action: Motion to direct staff to prepare proposed zoning amendments as agreed upon by the Planning Commission for consideration at a public hearing to be held November 2nd, 2022.

Mr. Trimble reviewed the proposed zoning code amendment language for the four sections being considered.

Driveway surfacing requirements: Require only the first 50' of driveway to be paved from where it meets the public street. The Planning Commission agreed.

County recording: Strike the word "mylar" from the BLA, short plat sections of the code. Mylars are no longer required for County recording. The Planning Commission agreed.

Mini-storage: Mr. Trimble reviewed the memo. Three approaches were presented:

- 1. Limit the amount of street frontage mini-storage uses can have on Ocean Beach Hwy.*
- 2. Allow mini-storage as an accessory use only*
- 3. Limit or prohibit mini-storage in certain zones*

After discussion of the three approaches, a motion was made by Member Jeff Rauth, seconded by Member Ramona Leber, to direct staff to proceed with combining options 1 and 2. The motion carried by the following vote:

Ayes: Member Craig Collins, Member Trey Davis, Member Ramona Leber, Member Jeff Rauth

Nays: None

Mr. Trimble reviewed the memo regarding data centers. The Planning Commission feels more information is needed before approving code amendments.

6. **OTHER BUSINESS**

None at this time.

7. **PLANNER'S REPORT**

22-000617 Residential Infill- Staff to report on next steps which may include:

- **City utilities division conduct a study on infrastructure capacity in the CVG neighborhood. Results could inform a connection fee for new development in the area to provide for upgrades.**
- **Staff to work with Stormwater division on assessing stormwater capacity and impacts of new development in the CVG area.**
- **Engineering staff continues research on acceptable road standards for infill.**
- **Engineering staff to contribute to a future street connections map that can be adopted as a comprehensive plan amendment to inform review of development a land subdivisions in the City.**

** Infill: Discussions with Engineering on road standards, stormwater upgrades, utility upgrades. There are currently no identified discrepancies in the CVG area. Stormwater, water and sewer utilities will be evaluated in the next biennium.*

** Longview and Kelso are allocating funds for affordable housing: \$750,000 for the Sunrise Village 40 unit apartments in Longview; \$250,000 for the Willow Grove 30 unit apartments in Kelso.*

** LCC is planning a new building.*

Public Works:

** Archie Anderson park building will be open around November 1st.*

** Lake Sacajawea bathrooms should be finished by the end of the year*

** Bids for the Reservoir #5 re-roof have been opened. Works should start in a month or so*

** 46th Ave pump station, ADA projects will go out to bid soon.*

8. **ADJOURNMENT**

The next regular Planning Commission meeting is scheduled for November 2, 2022, 7 p.m.

With no further business to discuss, Chairman Collins adjourned the meeting at 8:15 p.m.

Lisa Vertrees, Recorder



Memorandum

December 7, 2022

TO: Longview Planning Commission
FROM: McAllister Kosar, Planner
SUBJECT: PC 2022-3 Draft amendments to LMC Chapter 16.24 Electrical Code

Staff is requesting the Planning Commission initiate amendments to the Electrical Code on the topics of Electric Security Devices and Fences.

Code Sections: 16.24 Electrical Code, 16.24.020 Definitions, 16.24.060 Application.

City of Longview Electric Security Device/Fence Code Amendments

Code chapter to be amended: LMC [16.24 Electrical Code](#)

Proposed amendment to section: [16.24.060 Application.](#)

5) Electric Fences. ~~Except where expressly permitted in the zoning ordinances of the city,~~ It is unlawful for any person to install, use or maintain within the city any fence, barrier, partition or obstruction which is electrically charged or connected with any electrical source in such a manner as to transmit an electrical charge to persons, animals, or things which might come in contact therewith, except electrified security devices.

6) Electrified security devices that meet all the following requirements may be permitted where able to meet the following requirements:

- a) Located in a non-residential zone
- b) Equipment has been approved and labeled by a Nationally Recognized Testing Laboratory (NRTL)

- c) Installed and used per the intended design and use of the manufacturer.
- d) Located atop or behind an existing barrier, fence or wall, at least 5 feet in height
- e) Minimum installed height is height of existing barrier
- f) Maximum installed height is either 10 feet or two feet higher than the existing perimeter barrier.
- g) Distance between Electrified security devices and perimeter barrier shall be 4 to 8 inches except for on the gates (2-3 inches).

7) Electrified security devices shall require a low voltage electrical permit.

Proposed amendment to section: [16.24.020 Definitions.](#)

“Alteration” means any change made in an existing electrical installation, including any additions thereto, changes of circuits, panels, subpanels, service conduit or feeder wires, or loads added to the existing electrical system.

“Appliance repair” or “service dealer” means a person engaged in the business of repairing or servicing electrical appliances and whose work in the electrical field shall be limited to said repair and servicing of electrical appliances unless he carries a valid electrical contractor’s license.

“Authority having jurisdiction” means the organization, office, or individual responsible for approving equipment, materials, an installation, or a procedure.

“Chief electrical inspector” means an electrical inspector who either is the authority having jurisdiction or is designated by the authority having jurisdiction and is responsible for administering the requirements of this chapter.

“Consumer” means any person, persons, customer, firm, association, municipal corporation or corporation that uses electricity, including residential, commercial, industrial and public users.

Commented [CB1]: Subsection 6 d): An existing barrier may not have been permitted due to height or other reasons, so we request that the term “permitted” be removed. We also suggest adding the language in parenthesis because there may be instances where the barrier is a low concrete style wall. This just adds clarity and possibly flexibility here.

Commented [CB2]: Subsection 6 e): We request that “permitted” be removed, referencing the earlier comment that the existing barrier may not have been permitted due to height or other reasons.

Commented [CB3]: Subsection 6 f): We request that “permitted” be removed, referencing the earlier comment that the existing barrier may not have been permitted due to height or other reasons.

Commented [CB4]: New Subsection 6 g): We are requesting the addition of this language to conform with national standards related to electrified security devices. This provides guidance on separation and spacing.

Commented [CB5]: New Section 7: We are requesting this additional language to clarify that this is a low-voltage system, and should not require installation by a fully certified master electrician. This is consistent with state Labor and Industry standards and helps make clear there is no difference between the city code and state rule for such installations.

“Electrical contractor” means any person who establishes themselves in any phase of, or who advertises in any manner, that he or she is engaged in the business of installation, repair, alteration, or maintenance of electrical wiring, equipment, fixtures, appliances or accessories for another person; provided, however, that any person engaged in the business of repairing or servicing electrical appliances on the owner’s premises or in their place or places of business shall not be included within this definition, with respect to such repair or service.

“Electrical inspector” means an individual meeting the requirements of LMC 16.24.210 and authorized to perform electrical inspections.

“Electrical utility company” or “utility” means any person, firm or corporation holding and exercising a franchise, permit or license to distribute electricity within the city limits.

“Electrified security device” means an alarm system that consists of a fence structure and an energizer that produces an electric charge on contact with the fence structure”

“Premises” means the property of the consumer up to the property line and including any buildings or structures thereon.

“Structure” means a combination of materials to form a construction that is safe and stable, including, among others, stadiums, gospel or circus tents, receiving stands, platforms, staging, observation towers, radio towers, water tanks and towers, trestles, piers, wharves, sheds, coal bins, fences and display signs. (Ord. 2941 § 1, 2005).

Discussion: Staff is recommending amending and adding to the existing electrical code to provide for electrified security devices.

Recommended Actions: Review recommended draft code language and set a public hearing, or direct staff otherwise.

If you have any questions or concerns, please contact me at 360-442-5083 or by email at mcallister.kosar@ci.longview.wa.us .

Cc: Ann Rivers, Community Development Director
Jim McNamara, City Attorney
Christopher Eastwood, Assistant City Attorney
Ken Hash, City Engineer/PW Director
Wayne Wagner, Electrical Inspector

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.

2. 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 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 survey map shall contain the following information:

19.67.040 Final short plat approval.

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

19.80.160 Final plat procedure.

- (2) Supplementary Materials. The original hard copy drawing of the final plat shall be accompanied by:

- (a) At least two copies of the final plat on standard material;
- (d) When the city engineer is satisfied with the detail and computations of the plat, determines that the plat conforms to the preliminary plat and conditions and approves the subdivision, he/she shall signify their approval by signing the original and copies of the final plat.
- (a) If the planning commission finds a final plat to be conforming, the commission chairman shall signify the commission's approval by signing the original drawing and copies, then shall forward them to the city clerk-treasurer for consideration by the council.

Any other supplementary materials required by this division or by the council have been satisfactorily completed. If the council affirmatively makes the above determinations, the mayor

shall inscribe and execute the council's will on the face of the original drawing and copies of the final plat.

19.80.170 Final plat procedure.

(1) The final plat shall be drawn in indelible black ink on a sheet having dimensions of 18 by 24 inches, or approved substitute, and on a standard recorder's plat sheet 18 inches by 24 inches, with a three-inch-wide hinged binding on the left border. If more than one sheet is required, the sheets shall be numbered and indexed. The scale may range from 50 feet to the inch, unless otherwise approved by the director; provided, that when more than one sheet is required, an index sheet of the same size shall be filed showing the entire subdivision on one sheet with block and lot numbers. All signatures on the **sheet** and recorder's plat sheet shall be originals. The final plat shall show the following information:

(n) The parcel numbers written along the left border of the Mylar parallel to the left border;

(r) Dedication, Acknowledgment and Endorsement. The following information shall appear on the final plat, survey map and recorder's plat sheet, lettered and signed in ink:

One reproduced full copy of mylar material shall be furnished to the city engineer. One reproduced full copy of mylar material shall be furnished to the county engineer's office.

19.90.090 Recording.

The survey and approved developer agreement shall become effective only upon recording with the Cowlitz County auditor. The lots, parcels or tracts created through this procedure are legal lots of record. The face of the survey and the developer agreement shall indicate that the documents are dependent upon one another and together constitute the binding site plan. The applicant shall pay the county auditor recording fee for the final binding site plan to the community development director. Said payment shall be made at the time application for final binding site plan approval is made. Upon approval of the final binding site plan by the planning commission, the community development director shall file the original drawing of the final binding site plan for recording with the county auditor. One reproduced full copy survey map shall be furnished to the city engineer. One reproduced 11-inch by 17-inch copy shall be provided to the community development director. (Ord. 3161 § 11, 2011; Ord. 3091 § 2, 2009).

3. Mini-Storage:

Definition for Reference: 19.09.015 Accessory use – Accessory building. “Accessory use” or “accessory building” means a subordinate use or subordinate building customarily incidental to and located upon the same lot occupied by the main use or principal building.

The zoning table edits are below:

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 ^{x(8)}		P ^{x(8)}
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

Notes:

P^{x(8)} : Mini-storage is permitted to have a maximum of 50' feet of frontage along Ocean Beach Highway and must be set back 100' feet from the Ocean Beach property line unless accessory (19.09.015 Definitions Accessory use – Accessory building) to another permitted use in the zone.

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 ^x	SPU

Notes:

P^{x(15)} : Mini-storage is permitted to have a maximum of 50' feet of frontage along Ocean Beach Highway and must be set back 100' feet from the Ocean Beach property line unless accessory (19.09.015 Definitions Accessory use – Accessory building) to another permitted use in the zone.

*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.

Allow mini-storage as an accessory use only in Commercial and Industrial zones. Require mini-storage developments to be accessory to a different primary use allowed in the zone. In commercial zones retail, food or lodging buildings may have mini-storage built behind the primary use. In industrial areas warehouses, shops, manufacturing uses, or office buildings may incorporate mini-storage as a part of the overall development. With a binding site plan mini-storage could be one parcel of a larger development with multiple lots that could still be bought and sold independently.

Limit the amount of street frontage mini-storage uses can have on Ocean Beach Hwy:

New footnote added: “Mini-storage is permitted to have a maximum of 50’ feet of frontage along Ocean Beach Highway and must be set back 100’ feet from the Ocean Beach property line unless accessory to another permitted use in the zone.”

Recommended Action: Approve the final code amendments and set a public hearing.