



City of Longview

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

Agenda

Appeal Board of Adjustment

Tuesday, September 12,
2023

4:30 PM

Longview Council Chambers

1. **HYBRID MEETING DETAILS**

23-001464 Please click the link to join the webinar: <https://us02web.zoom.us/j/81922908550>
Webinar ID: 819 2290 8550

Or Telephone:

+1 253 205 0468 US; +1 253 215 8782 US (Tacoma);
+1 346 248 7799 US (Houston); +1 408 638 0968 US (San Jose)

2. **CALL TO ORDER**

3. **ROLL CALL**

4. **APPROVAL OF MINUTES**

23-001465 Minutes from August 1, 2023

5. **AUDIENCE PARTICIPATION OF CORRESPONDENCE**

23-001466 4.1 Oral Communications

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

4.2 Written Communications.

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

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

7. **PUBLIC HEARINGS**

23-001467 ABA 2023-2 SPECIAL PROPERTY USE FOR A DETACHED ACCESSORY DWELLING UNIT (ADU) AT 3212 PINE ST

RECOMMENDED ACTION: MOTION TO ADOPT STAFF FINDINGS OF THE STAFF REPORT AND GRANT A SPECIAL PROPERTY USE PERMIT FOR THE ESTABLISHMENT OF A DETACHED ACCESSORY DWELLING UNIT IN THE TNR DISTRICT, AT 3212 PINE ST.

8. **OTHER BUSINESS**

9. **ADJOURNMENT**



Minutes

Agenda

Appeal Board of Adjustment

Tuesday, August 1, 2023

4:30 PM

Longview Council Chambers

1. **HYBRID MEETING DETAILS**

23-001335 Please click the link to join the webinar: <https://us02web.zoom.us/j/81922908550>
Webinar ID: 819 2290 8550

Or Telephone:

+1 253 205 0468 US; +1 253 215 8782 US (Tacoma);
+1 346 248 7799 US (Houston); +1 408 638 0968 US (San Jose)

2. **CALL TO ORDER**

The meeting was called to order at 4:33 pm.

In attendance: Mark Backstrom, Chair; Roger Peters, Vice Chair; Dan Petersen; Steven Dahl; Arthur Chang
Staff: McAllister Kosar, Planner; Christopher Eastwood, Assistant City Attorney; Linda Nguyen, Assistant City Attorney; Chris Collins, Assistant Public Works Director; Nancy Vandehey, Admin Assistant

3. **APPROVAL OF MINUTES**

23-001336 Minutes from May 10, 2022

A motion was made by Steve Dahl, seconded by Arthur Chang, to approve the minutes as presented. This passed unanimously.

4. **AUDIENCE PARTICIPATION OF CORRESPONDENCE**

23-001337 4.1 Oral Communications

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

4.2 Written Communications.

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

None.

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

Mac Kosar read the declaration into record.

6. PUBLIC HEARINGS**23-001359 ABA 2023-1 SPU for Detached ADU 2648 Garfield St****Recommended Action: Motion to adopt the findings of the staff report and grant Special Property Use ABA 2023-1 at 2648 Garfield St.**

Dan Petersen was viewing the subject property and ran into the homeowner. He explained to her that he was viewing the property as part of the board review. He feels there was no conflict, but wanted it noted in the record.

Mac Kosar reviewed the attached staff report with the board.

Jayne Poole spoke on behalf of the proposal. She provided a drawing noting the doors and windows on the layout. This will be added to the agenda packet after the meeting.

Dan Petersen, seconded by Steve Dahl, made a motion to grant a Special Property Use permit for the establishment of a detached accessory dwelling unit in the R-1 Residential District, at 2648 Garfield St.

7. OTHER BUSINESS

Mac Kosar let the board know that he did have a second application and we plan to have a meeting in September on our regular schedule on the 12th.

8. ADJOURNMENT

The meeting was adjourned at 4:51 pm.



City of Longview

Agenda Summary

ABA 2023-2 SPECIAL PROPERTY USE FOR A DETACHED ACCESSORY DWELLING UNIT (ADU) AT 3212 PINE ST

RECOMMENDED ACTION: MOTION TO ADOPT STAFF FINDINGS OF THE STAFF REPORT AND GRANT A SPECIAL PROPERTY USE PERMIT FOR THE ESTABLISHMENT OF A DETACHED ACCESSORY DWELLING UNIT IN THE TNR DISTRICT, AT 3212 PINE ST.

Attachments:

1. Staff Report 2023-2 SPU for detached ADU
2. Exhibit A ABA 2023-2 3212 Pine St Detached ADU
3. Exhibit B Site Plans
4. Exhibit C Posting to Adjacent Property Owners ABA 2023-1 2648 Garfield
5. Exhibit D 3212 PINE 9-6-23 UAR
6. Exhibit E Legal Notice- Copy



STAFF REPORT
to the
LONGVIEW APPEAL BOARD OF ADJUSTMENT

PRESENTED BY: McAllister Kosar, Planner

HEARING DATE: September 12, 2023

APPLICATION NO.: ABA 2023-2

APPLICANT: Larry Moore

PROPERTY OWNER: Moore Living Trust

REQUEST: Special Property Use Permit in accordance with LMC § 19.22.025 to establish a detached accessory dwelling unit.

LOCATION: 3212 Pine St. Parcel number involved: 02625

ASSOCIATED CASES: N/A

ZONING DISTRICT: TNR Traditional Neighborhood

BACKGROUND AND PROPOSAL

The property owner of 3212 Pine St. desire to establish a detached accessory dwelling unit (ADU) on their property. The lot is 0.6 acres and approximately 100 feet wide along Pine St. The proposal is to construct an asphalt driveway and create an ADU behind the existing home. Accessory dwelling units, sometimes referred to as mother-in-law apartments, are allowed in all residential zones, however, detached units are permitted as a Special Property Use. The unit may share utilities with the home or construct separate utilities.

As part of the permit process, the owners will be asked to sign an affidavit stating their agreement to use the property only in accordance with the requirements of 19.22.025 of the

Longview Municipal Code, which requires the owner of the property to reside in either the ADU or the principal home.

Neighboring land-uses include:

North – single family residences.

South – single family residences.

East – single family residences.

West – single family residences.

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

In accordance with LMC §19.12.090(1), written notice of the public hearing for the Special Property Use Permit petition was mailed to the applicant and to the owners of all properties adjacent to or abutting this proposal on September 5th, 2023.

The property was posted with a notice of public hearing announcing the proposed land use application. Legal notice of the public hearing appeared in the Longview Daily News. No comments have been provided as of the date of this report.

SEPA DETERMINATION

Not required.

CRITICAL AREA ORDINANCE REQUIREMENTS

None.

APPLICABLE CODE SECTIONS

Section 19.22.025(8)(a) of the Longview Municipal Code (LMC) requires the land use proposed to receive approval via a public hearing process, and the issuance of a Special Property Use Permit by the Appeal Board of Adjustment. The specific code citations are listed below.

19.22.025 Accessory dwelling units.

(7) Standards for Detached ADUs. In the event that the appeal board of adjustment grants a special property use permit for the construction of a detached ADU (i.e., an ADU that is not added to or created within the single-family dwelling) in accordance with LMC 19.12.055, all of the provisions of this chapter shall be applicable thereto. In addition, the following provisions shall be applicable to such detached ADUs:

(a) Landscaping may be provided for the privacy and screening of adjacent properties. Tall vegetative landscaping may be required between any windows or decks facing adjacent residential properties.

(b) Two-story, detached accessory dwelling units may be designed to protect the privacy of adjacent residential uses.

(c) Detached accessory dwelling units are not permitted in townhouse, zero lot line detached housing, or attached zero lot line housing developments. (c) The lot or tract of land upon which such ADU is to be constructed has no direct access to an alley or any street other than the street upon which the single-family dwelling to which the ADU is accessory fronts;

(8) Special Property Use Hearings.

(a) All proposed detached ADUs shall require a special property use permit be granted by the appeal board of adjustment with consideration of impacts to privacy of neighboring properties. Where practical, locate and design the ADU to minimize disruption of privacy and outdoor activities on adjacent properties. Strategies to accomplish this include, but are not limited to: window staggering, entries face away, no overlooking decks, landscaping.

(b) In its consideration of an application, the board shall evaluate:

(i) Compliance with subsections (8)(a) and (b) of this section.

(ii) Window locations.

(iii) Impacts from shading of neighboring properties, specifically solar access and impacts to existing solar collection systems, photo-voltaic or solar heating.

19.12.055 Special property use – Detached accessory dwelling units (ADU).

Subject to the provisions of LMC [19.12.050](#), and in accordance with Chapter [19.22](#) LMC, the appeal board of adjustment may grant a special property use permit for the construction of a detached accessory dwelling unit (ADU). (Ord. 3122 § 9, 2010; Ord. 2591 § 3, 1995).

LMC § 19.12.050 Power of Board – Special Property Use

1. Recognizing that there are certain uses of property that may or may not be detrimental to the public health, safety, morals and general welfare, depending upon the facts in each particular case, a limited power to issue special permits for such uses is vested, by special mention in this title, in the board.
2. The board shall have an exercise original jurisdiction in receiving, granting or denying all applications for such special property uses as are provided for in this title and shall have the power to place in such permits, conditions or limitations in its judgment required to secure adequate protection to the zone or locality in which such use is to be permitted. No special permit shall be issued by the board until after public hearing, as hereinafter provided, and until after the building official has found that all other provisions of this code, with which compliance is required, have been fulfilled.

3. No such special property use permit shall be granted by the board unless it finds:
- (a) That the use for which such permit is sought will not be injurious to the neighborhood or otherwise detrimental to the public health, safety, morals and general welfare;
 - (b) In making such determination the board shall be guided by the following considerations and standards:
 - (i) That the use will not be detrimental to the character and use of adjoining buildings and those in the vicinity,
 - (ii) That the use will not create a hazard in the immediate area either for pedestrian or vehicular traffic,
 - (iii) That adequate ingress and egress will be available for fire and other vehicular emergency equipment,
 - (iv) That adequate off-street parking will be provided to prevent congestion of public streets [LMC 19.12.050].

LMC §19.12.120 Special Property Use Permits – Time Limitation

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

STAFF DISCUSSION

The City's Community Development and Public Works Departments have reviewed the proposed special property use permit for a detached ADU at 3212 Pine St. The property is zoned low density residential and would allow an ADU. The proposed ADU size fits within the 300 minimum sf, 1500 maximum sf threshold. Parking will be available at the garage, driveway, and street. Utilities are adequate for the proposed. Fire will require addressing at the street indicating an ADU is behind the home.

STAFF ANALYSIS

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

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

Given the size, shape and location of the subject property, the proposed detached accessory dwelling unit meets the standards of the zoning ordinance and will not be detrimental to the character or use of adjoining properties.

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

The detached ADU will use driveway and approach at Pine st.

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

The principal home will make use of Pine st and its driveway, the ADU will make use of the second driveway access if approved by Public Works.

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

The detached ADU will be able to make use of the driveway beyond the front yard setback. Ample street parking is also available.

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

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

Adding an additional dwelling unit to a lot in a single-family neighborhood is permitted under the provision of 19.22.025, subject to requirements of the chapter.

The City's comprehensive plan section 3-26 recommends accessory dwelling units as a strategy for affordable housing and section 3-28 notes: "Accessory units are particularly suited to and affordable for elderly persons, college students, and lower income persons. Some communities allow accessory units specifically to address the needs of aging parents to be near their children", and "accessory units are often viewed as a more acceptable method of increasing density and land efficiency in single-family neighborhoods than would be the siting of a few large apartment complexes."

As of this writing, staff have not received any written comments regarding this proposal as a result of the notice of public hearing that was mailed to all adjoining or adjacent property owners, or the public notice posting or legal ads published in the newspaper.

STAFF FINDINGS

1. The use for which such permit is sought will not be injurious to the neighborhood or otherwise detrimental to the public health, safety, morals and general welfare.
2. The TNR District permits the proposed use subject to a granting of a Special Property Use Permit by the Longview Appeal Board of Adjustment.
3. The use as proposed meets the criteria found in LMC §19.22.025 and the standards for residential zones under 19.20

RECOMMENDATION

Staff recommends that the Appeal Board of Adjustment grant a Special Property Use Permit for the establishment of a detached accessory dwelling unit in the TNR District, at 3212 Pine St.

EXHIBITS

- A. Special Property Use Permit application
- B. Applicant site plan
- C. Notice to Neighbors
- D. Utility Availability Request
- E. Legal Notice of Public Hearing

Staff Report Date: Thursday, September 07, 2023



Special Property Use Permit Application to the Appeal Board of Adjustment

CE

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

Special Property Use Permit Application To the Appeal Board of Adjustment

LMC 19.12

Case Number: _____

Related Case Number: _____

THIS SECTION FOR OFFICE USE ONLY:

APPLICATION AND AUTHORIZING SIGNATURES

Each current property owner of record must sign the application or provide a letter authorizing an agent or representative to act on his or her behalf.

I hereby apply for the Special Property Use Permit as described in this application and certify that the information provided is accurate. I further certify that I am authorized to make the application and that there are no covenants, conditions, or restrictions that may limit or prohibit the Special Property Use Permit requested.

Property Owner: Larry Moore Phone: (360) 431-5482
(Print All Information)

Mailing Address: 3212 Pine St. Fax: _____
(Street or PO Box)

City: Longview State: WA Zip: 98632

Property Owner: Christine Moore Phone: (360) 442-0913

Mailing Address: 3212 Pine St. Fax: _____
(Street or PO Box)

City: Longview State: WA Zip: 98632

Applicant: Larry Moore Phone: 360-353-1750
(Print All Information)

Mailing Address: 3212 Pine St Email: Larrymoore111613@gmail.com
(Street or PO Box)

City: Longview State: WA Zip: 98632

Relationship to Property Owner: Son

BASIC INFORMATION ABOUT THE SITE AND PROPOSAL (attach additional pages if necessary)

Briefly describe the proposed project (land use) and/or type of business you wish to conduct: ADU

IN BACK YARD NEW DRIVE UP TO IT.

Address of Property: 3212 PINE ST Parcel No. _____

Comprehensive Plan Designation: _____ Zoning District: _____

Current Use of Property: RESIDENTIAL

Gross land area of the site to be developed: 3212 PINE ST. Square Feet _____ Acres _____

Net land area (gross land area minus land dedicated for public purposes): _____

Describe any existing structures on the site: HOUSE

Number and surface type of all existing driveways at the site: 1

Number, type and dimensions of existing signage at the site: _____

Describe signage proposed for the land use requested: NEW ADU & NEW

DRIVEWAY.

Existing zoning and land uses of adjacent properties (including across the street, if applicable):

North: _____ Current Land Uses: _____

South: _____ Current Land Uses: _____

East: _____ Current Land Uses: _____

West: _____ Current Land Uses: _____

Describe any Critical Areas identified on or located within 300 feet of the site: N.A

Describe any private wells, septic tanks, drain fields, etc. located on the site: N.A

BASIC INFORMATION ABOUT THE SITE AND PROPOSAL (CONT'D)

Proposed hours of operation: _____

Describe how parking will be accommodated for the proposed use: NEW DRIVE WAY

Describe how the proposed use will impact traffic circulation: N/A

To assess whether the City will need additional information and/or whether you need to obtain additional permits or applications from other departments or agencies, please answer the following questions:

Will the proposed land use:

- | | | |
|--|------------------------------|--|
| a) Require removal or demolition of any existing structure(s)? | Yes ☐ | No ☒ |
| b) Affect historic structures or historically significant features? | Yes ☐ | No ☒ |
| c) Require a Variance from a development standard? | Yes ☐ | No ☐ |
| d) Involve fill or removal of contaminated soils or hazardous materials? | Yes ☐ | No ☒ |
| e) Involve grading/fill over an existing public storm drain, sanitary sewer or water line? | Yes ☐ | No ☒ |
| f) Involve land that has a slope of 15% or greater? | Yes ☐ | No ☒ |
| g) Require an Environmental Checklist be submitted and reviewed under the SEPA Rules (WAC 197-11)? | Yes ☐ | No ☒ |
| h) Be located within 300 feet of a shoreline? | Yes ☐ | No ☒ |

If you answered yes to any of the above, please contact the Planning Division before submitting your application.

SPECIAL PROPERTY USE PERMIT REVIEW CRITERIA AND DEVELOPMENT STANDARDS

In accordance with LMC 19.12.050, the Appeal Board of Adjustment shall exercise jurisdiction in receiving, granting or denying applications for Special Property Uses. No Special Property Use Permit shall be issued by the Board until after a public hearing, and until after the Building Official has found that all other provisions of the Longview Municipal Code have been fulfilled.

Criteria reviewed by the Appeal Board of Adjustment include:

- 1) The proposed use is consistent with the intended character of the zoning district and the operating characteristics of the neighborhood.
- 2) The proposed use will be compatible with existing or anticipated uses in terms of size, building scale and style, intensity, setbacks, or that the proposal identifies acceptable mitigation measures.
- 3) The transportation system is capable of supporting the proposed land use in addition to the existing land uses in the area. Evaluation factors include street capacity and level of service, availability of off-street parking to accommodate the proposed land use, access requirements, neighborhood impacts, and pedestrian safety.
- 4) Public services for water, sanitary and storm sewer, and to ensure that fire and police protection are capable of servicing the proposed land use and the immediate area.

Criteria that the Board utilizes to review all applications is established in LMC §19.12.050.

FILING FEES:

Public Hearing Fee: Per LMC 19.06.060

SEPA Review Fee(if applicable):..... Per LMC 17.02.070

Total Fees: _____

Comments: _____

LONGVIEW APPEAL BOARD OF ADJUSTMENT:

Public Hearing Scheduled: Date: _____4:30 PM

Comments: _____

FOR STAFF USE ONLY:

- _____ Telecommunications Facility Propagation Map provided, if applicable.
- _____ Legal Description of Property.
- _____ Copy of Deed Restrictions and Restrictive Covenants (CCR's).
- _____ One copy of the property deed; and, if the applicant is not the owner, a notarized statement (affidavit of legal interest) from the owner stating the applicant is authorized to submit this application.
- _____ Title Report, if applicable.
- _____ Critical Area Permit, if required.
- _____ SEPA Environmental Checklist, if required.
- _____ Certificate of Appropriateness issued by the Historic Preservation Commission, if applicable.

Comments: _____

NOTES TO APPLICANT/OWNER:

1. If the Appeal Board of Adjustment or City Staff determine that additional and/or revised information is needed, and/or if other unforeseen circumstances arise, any dates outlined for processing the application may be rescheduled by the City.
2. All items shall be completed as determined by the Community Development Department prior to the application being deemed complete for processing.
3. All costs incurred by the City in reviewing this application shall be paid prior to any public hearings.
4. The applicant or authorized representative must attend the Appeal Board of Adjustment public hearing and be prepared to respond to any questions the Appeal Board may have.
5. **Time limitation for Special Property Uses:** if such building permit and/or occupancy permit is not obtained by the applicant within six months from the date of the board's decision, the board's decision shall cease to be effective.

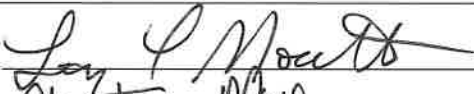
Comments: _____

SIGNATURES:

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

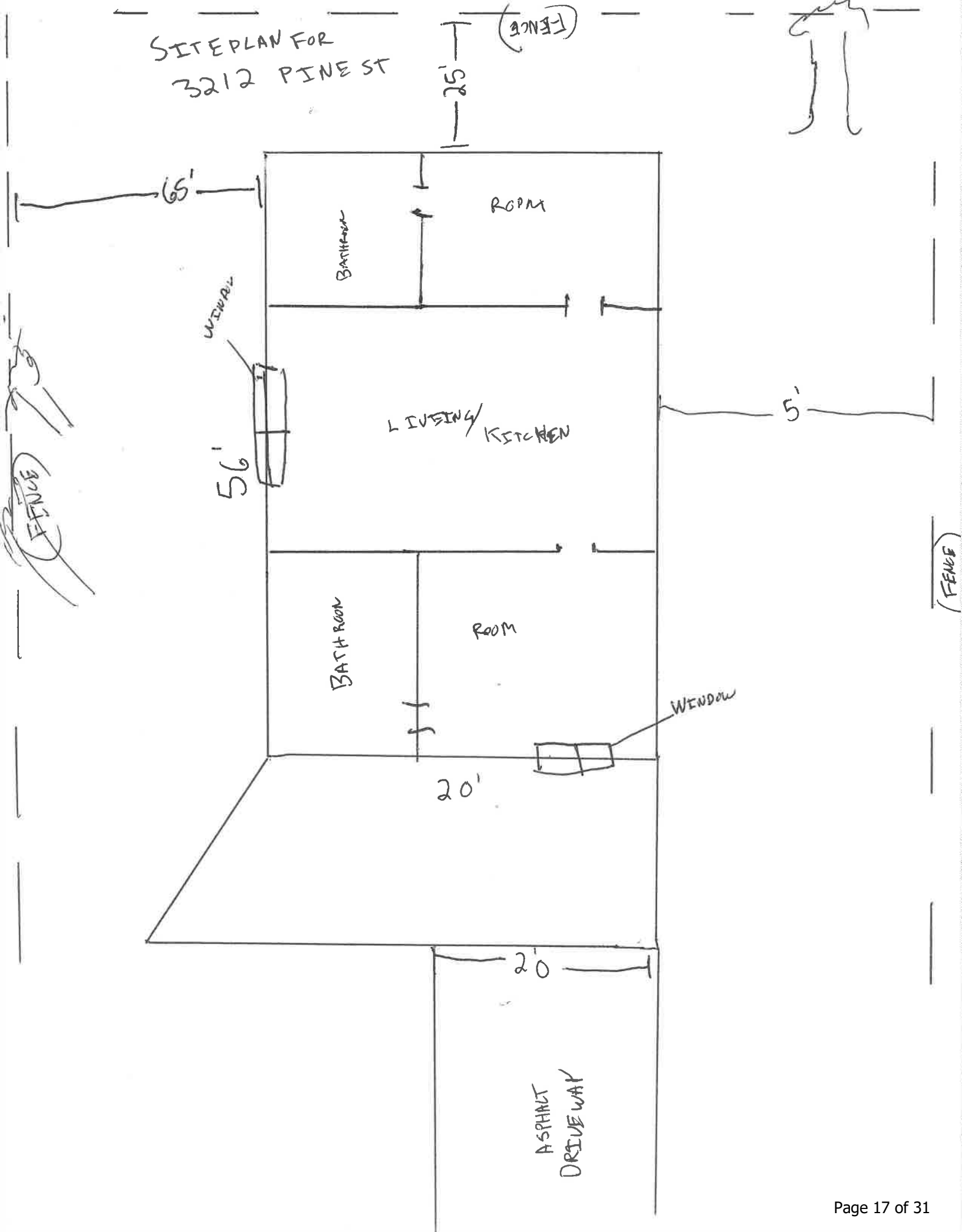
I/we agree that the City of Longview staff may enter upon the subject property at any reasonable time to consider the merits of the application, to make assessments, take photographs and to post public hearing notices.

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

Signature of Property Owner:	<u></u>	Date:	<u>7/20/23</u>
Signature of Property Owner:	<u>Christine Moore</u>	Date:	<u>7/20/23</u>
Signature of Applicant:	<u></u>	Date:	<u>7/24/23</u>

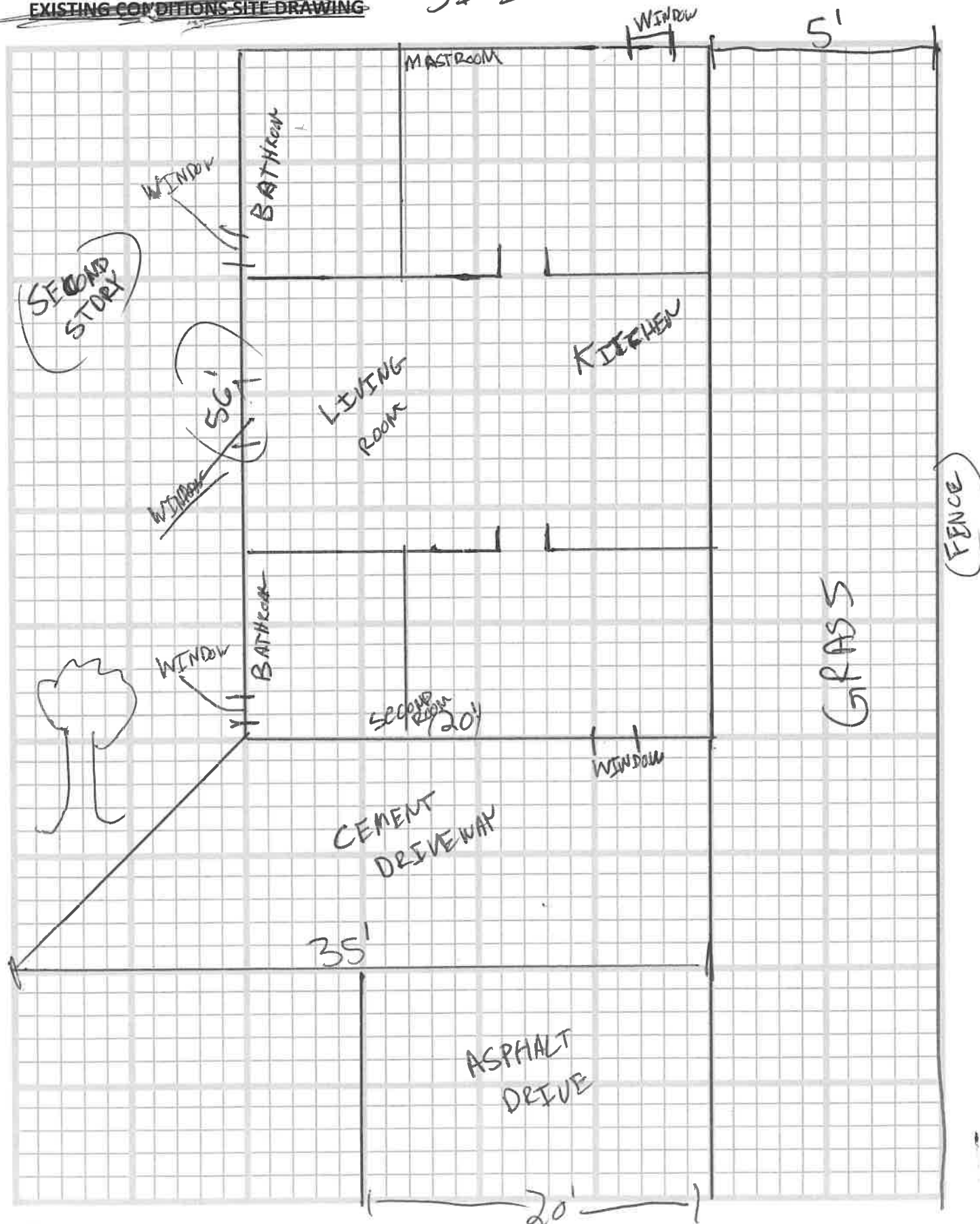
(If different than property owner)

SITE PLAN FOR
3212 PINE ST



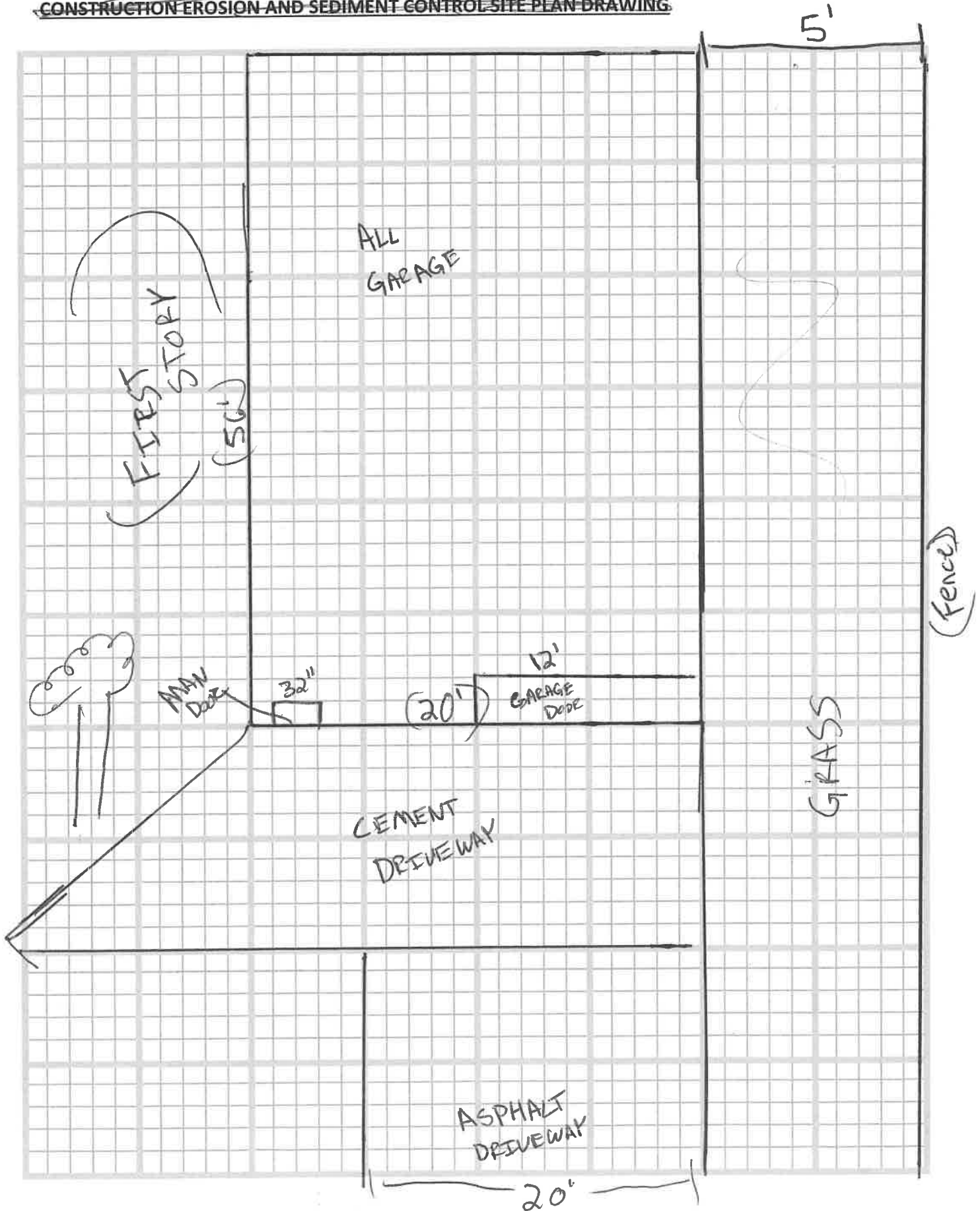
EXISTING CONDITIONS SITE DRAWING

SITE PLAN



SITE PLANS

CONSTRUCTION EROSION AND SEDIMENT CONTROL SITE PLAN DRAWING





NOTICE OF PUBLIC HEARING

Longview Appeal Board of Adjustment

4:30 P.M. Tuesday, September 12th, 2023 for a 'hybrid' in-person or virtual meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/81922908550>

Or phone in for audio only: (253) 215 8782 or (408) 638 0968

Webinar ID: 819 2290 8550

Case No: ABA 2023-2

Applicant: Larry Moore

Location: 3212 Pine St

Request: **Special Property Use permit to create a detached accessory dwelling unit in the TNR zone per LMC 19.22.025.**

Why You Are Receiving This Notice: You own real property located adjacent to or abutting the property affected by the Special Property Use request. The Longview Municipal Code requires all property owners owning real property located adjacent to or abutting a land use proposal subject to a public hearing to be notified of the proposal and of the hearing date, place, and time. Contact: McAllister Kosar, Planner 360-442-5083

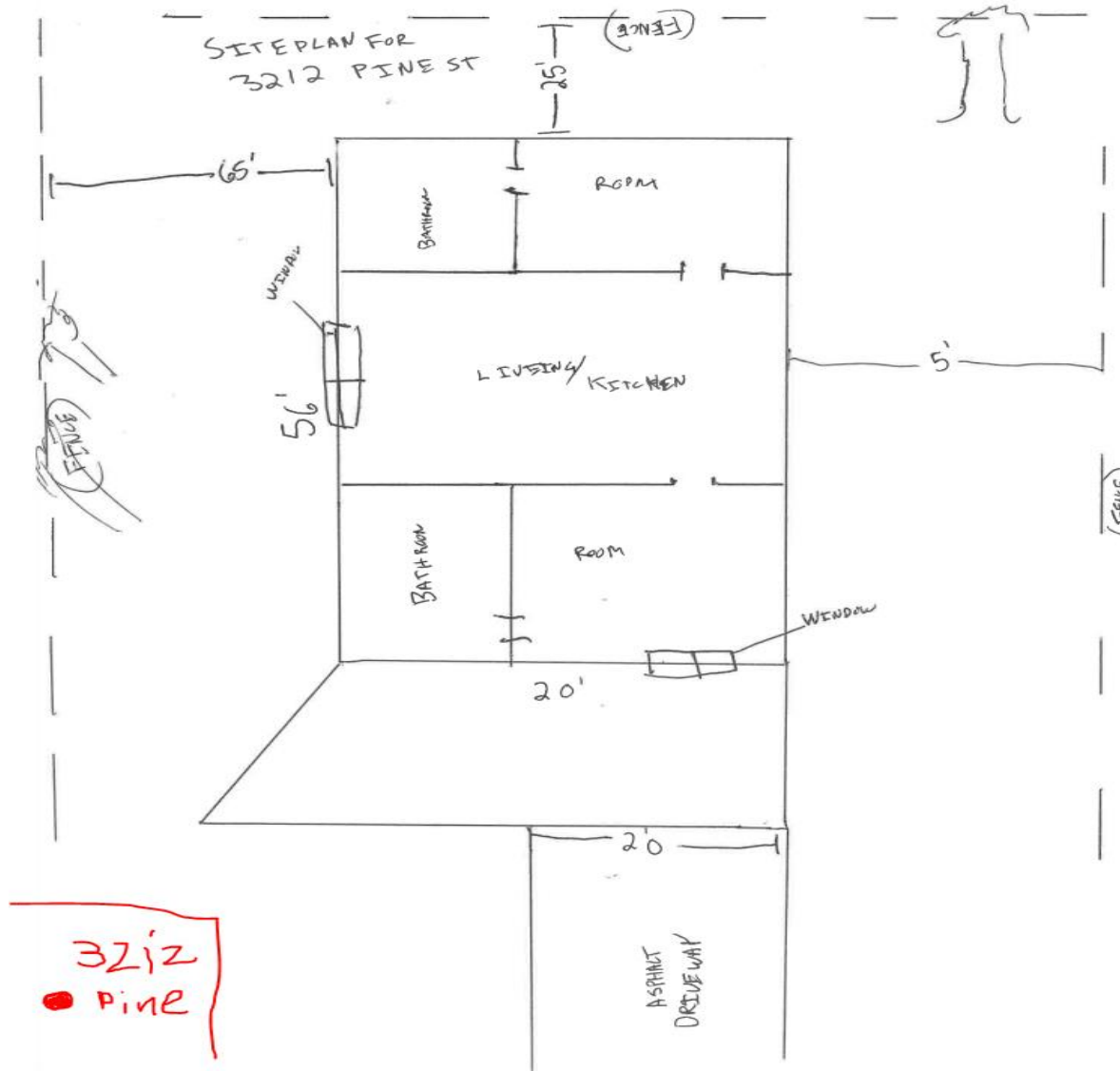
Copies of the associated documents are available for review online at mylongview.com under 'Agendas & Minutes'.

Comments: If you would like to provide comments in writing on this proposal, please submit them **no later than 4:00 p.m. Tuesday, September 12th, 2023** to the City of Longview Community Development Department, PO Box 128, Longview, WA 98632, **ATTN: McAllister Kosar, Planner.** For electronic comments, provide your comments along with full name, address and contact information to mcallisterk@mylongview.com
RE: ABA 2023-2

Public Hearing: You are invited to attend the Appeal Board of Adjustment public hearing scheduled for 4:30 P.M. Tuesday, September 12th, 2023 either in-person at Longview City Hall Council Chambers, 1525 Broadway Street, OR on the virtual meeting platform Zoom (online or phone-in).

Public comment can be submitted in advance to mcallisterk@mylongview.com Please contact the City Clerk's Office at 360-442-5041 with any accessibility requests.

Site plan:



The Longview Municipal code defines an Accessory Dwelling Unit as:

“Accessory dwelling unit (ADU)” means a second dwelling unit added to or created within, or constructed on the same lot as, an existing single-family dwelling, for use as a complete independent or semi-independent unit with provisions for cooking, eating, sanitation and sleeping. (Ord. 3122 § 8, 2010).

UTILITY AVAILABILITY REQUEST

SECTION 1. GENERAL INFORMATION

Date of Request

9-5-23 (Kosar)
Jan. 2023 (Applicant)

Project Description

Adding a shop/garage building with integral ADU to a parcel with existing SFR.

See attached

Requestor Name, Address, Telephone Number

SECTION 2. TYPE OF FACILITY (Check One)

☐ Single Family ☐ Irrigation Only ☐ Private Fire ☐ Duplex ☐ Triplex ☐ Four-Plex ☒ Other: ADU / SHOP

Project Location/City Limits

☒ Inside

☐ Outside

If parcel is OUTSIDE the City Limits,
is it adjacent to a City Boundary?

☐ NO

☐ YES

NEW Service Requested

☐ Water

☐ Sewer

Site Address and Parcel Number: 3212 Pine Street ; Parcel No. 02625

Additional Information (Plot plan required to determine availability)

Water and sewer available at frontage and with capacity for ADU; see attached.

Detailed connection design TBD with permit applications.

SECTION 3. WATER SERVICE *Size of Meter Required*

Std Residential 3/4-Inch Meter ex. 3/4"

Other Meter Size or Volume Required (Fill In)

SECTION 4. SEWER SERVICE

Number of Connections Needed:

Size of Service (6-inch minimum standard):
existing 4"

Volume of Sewer Discharge
(Industrial Only):

SECTION 5. AVAILABILITY NOTIFICATION RECIPIENTS

☒ City of Longview ☐ Cowlitz County ☐ Property Owner ☐ Lender _____
(Name and Address)

The undersigned acknowledges that the provision of City Utilities is subject to conditions that will be identified in the availability notification letter and/or any subsequent permit issued at the time connection made to the utility system.

Signature _____

Date _____

-----CITY USE ONLY-----

Staff Signature

Date

Letter Processed.

Date

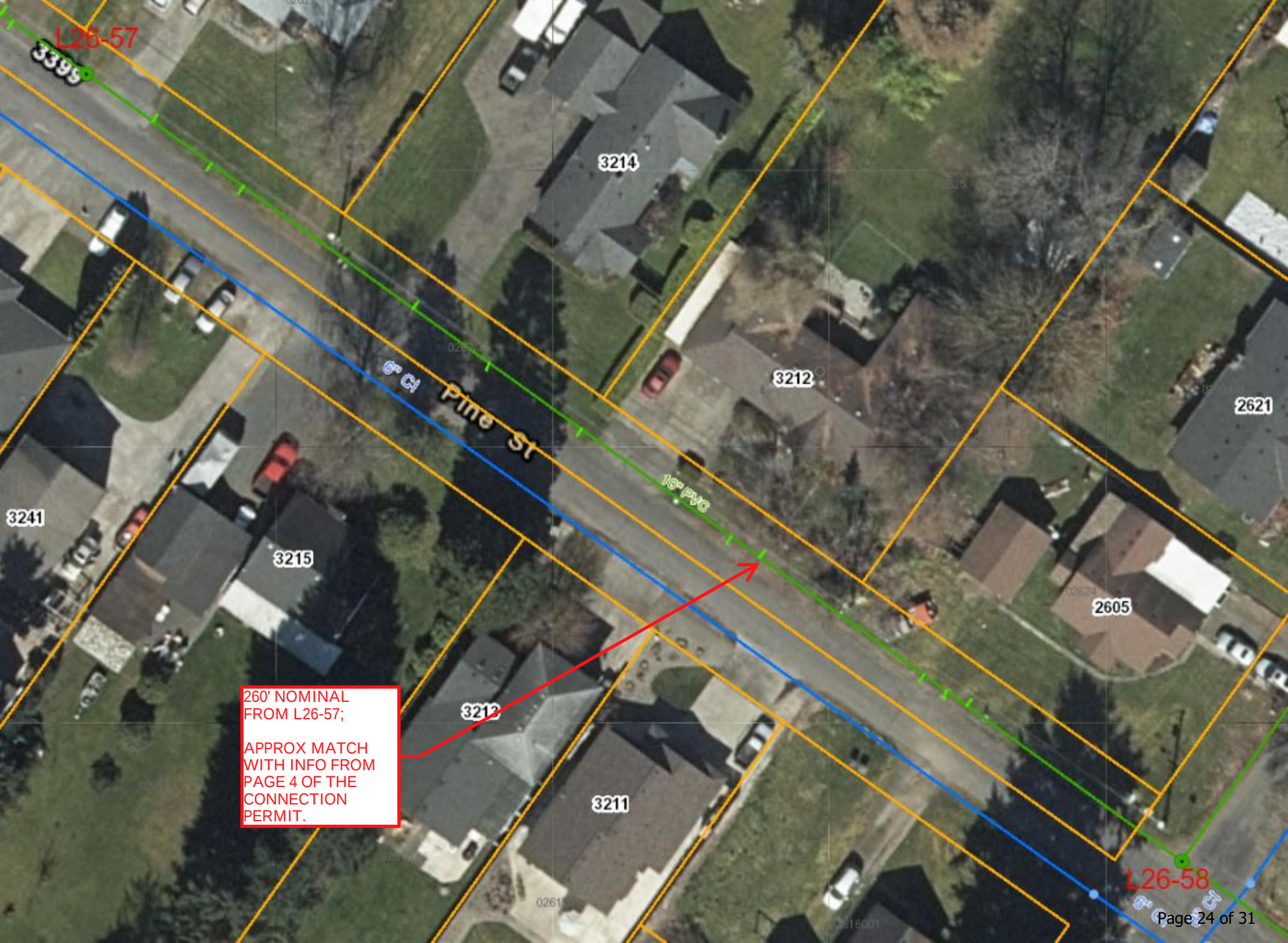
3212 PINE STREET UTILITY AVAILABILITY REVIEW



EXISTING WATER
METER SERVING
EXISTING HOUSE.

EXISTING SEWER TO
EXISTING RESIDENCE.
SEE ALSO PERMIT
SKETCH BELOW.

130' TO SEWER MAIN



L26-57

3395

3214

3212

2621

Pine St

10" PVC

3241

3215

2605

3213

3211

260' NOMINAL
FROM L26-57;

APPROX MATCH
WITH INFO FROM
PAGE 4 OF THE
CONNECTION
PERMIT.

L26-58

Date/Time:

10/31 @ 11:30 AM

Subject Property Location/Project Description:

3212 Pine St. / New shop w/ new driveway, access approach, and electrical, water/sewer. Possible ADU in upstairs of shop?

Important Contacts

Planner: Mac Kosar
Permit/Project Coordinator: Hailey Sattler
Building Official: Erik Byman
Stormwater Specialist: Steve Warner
Residential Inspector: Brandon Kent
Electrical Inspector: Wayne Wagner
Lead Engineering Specialist: Levi Lindeman
Utility Systems Engineer: John Axford
Others:

mcallister.kosar@ci.longview.wa.us 360-442-5083
hailey.sattler@ci.longview.wa.us 360-442-5087
erik.byman@ci.longview.wa.us 360-442-5084
steve.warner@ci.longview.wa.us 360-442-5299
brandon.kent@ci.longview.wa.us 360-442-5081
wayne.wagner@ci.longview.wa.us 360-442-5085
levi.lindeman@ci.longview.wa.us 360-442-5203
john.axford@ci.longview.wa.us 360-442-5220

Process/Procedural Steps

Planning/Environmental:

- ☐ ADU Code evaluation w/ Mac; If yes - then:
- ☐ Get 1/2 address assigned
- ☐ Special Property Use hearing (detached)

Before You Apply:

- ☐ Decide on electrical needs
- ☐ Contractors? Get bids, certain permits have to be pulled by the contractors doing the work (electrical & plumbing)
- ☐ Fill out all of your forms
- ☐
- ☐
- ☐
- ☐

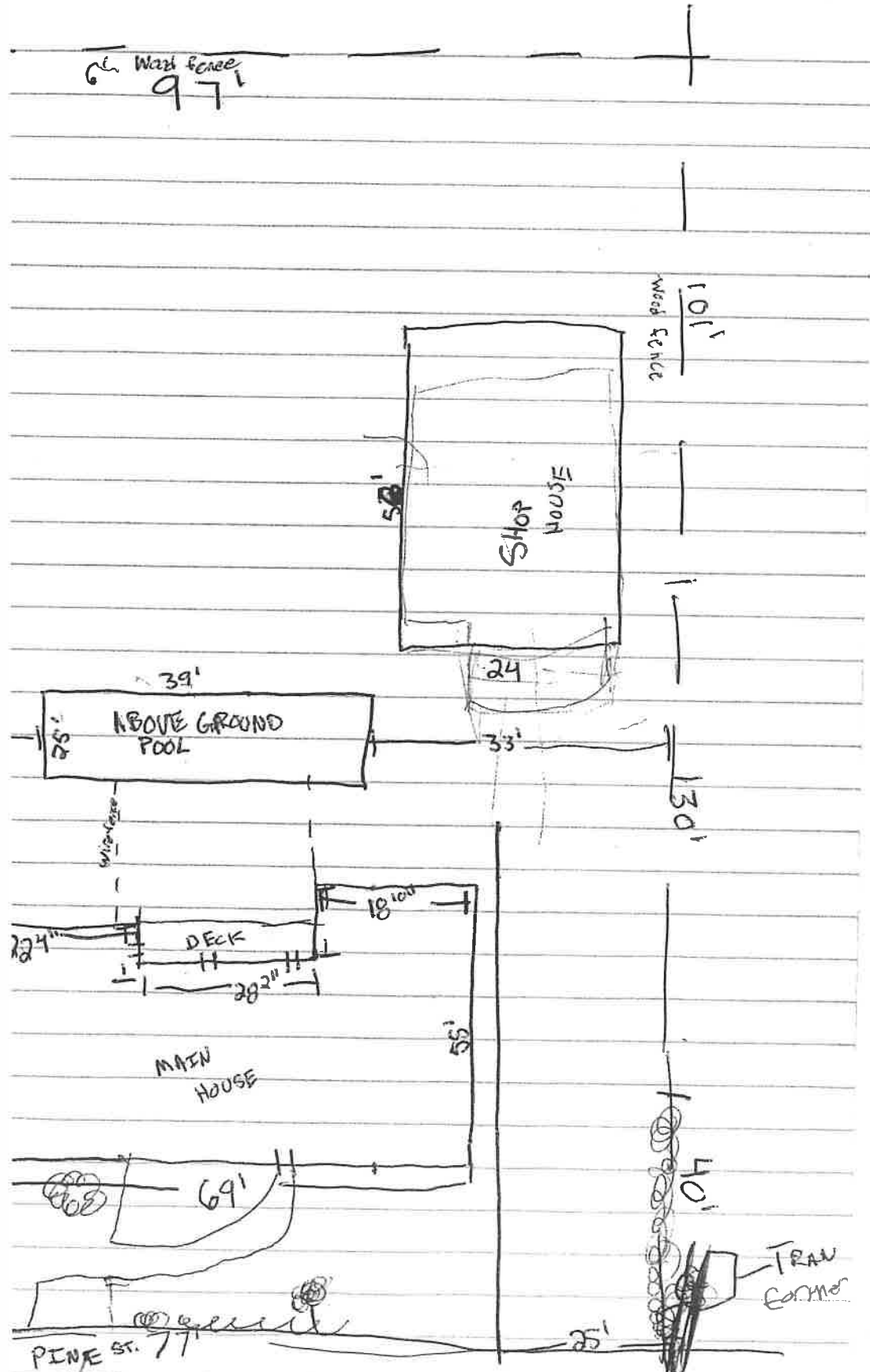
Submittals Needed:

- ☐ Master Application Form
- ☐ Site Plan
- ☐ 2 copies of structural plans or engineering (as req'd)
- ☐ Stormwater Submittal Worksheet
- ☐ Corresponding Stormwater Form
- ☐
- ☐
- ☐
- ☐
- ☐

Other Requirements, Considerations and Notes

- ~~25' setback along front property line~~
- Try not to exceed 5,000 sq ft of new/replaced impervious surface or it will trigger stormwater engineering
- Special property use (\$696) if detached

TR-



City of Longview, Wash
DEPARTMENT OF BUILDINGS

Permit Number

APPLICATION AND PERMIT FOR WATER, SEWER AND PLUMBING

Const of Bldg	Bldg Dist	180 Days Life of Permit	Plans Filed yes	addn to home Occupancy Will Be
Location 3212 Pine St.	Lot No 13E	Block No 12	CV# #1	Addition
Owner Roland Smith	Address			
Plumbing Cont'r owner	Address			

Application is hereby made for permit to install Plumbing Fixtures and to connect same to the City Water and Sewer Systems, on the premises above designated

Sinks	Laundry Tray	Shower
Slop Sinks	Automatic Washer	Sand Trap
Water Closets 1	Automatic Dishwasher	
Baths 1	Drinking Fountains	
Urinals	Basins 1	
Floor Drains	Garbage Disposal	

I hereby request that a permit be granted *owner* to connect to Water and Sewer Service on the above premises for the purposes and fixtures herein specified, and to install plumbing. In consideration of the benefits to be derived from such permit I hereby agree to abide by and conform to all of the rules and regulations of the Department of Public Utilities and Buildings, and to pay promptly all bills rendered for services to said premises. Plumber

PLUMBING

3 x 2.00 = \$6.00

Sewer or Septic Tank

Roland Smith
Applicant's Signature

Plumber's Report

Plumbing
Installation approved, 19 , Sewer
Installation approved

, 19

Plumbing Inspector

City Building Inspector

Application Approved

7-15

Earl R Haupt
City Building Inspector

City of Longview, Wash
DEPARTMENT OF BUILDINGS300
Permit Number

APPLICATION AND PERMIT FOR WATER, SEWER AND PLUMBING

Residence	S-R	60 Days	Plans Filed	Residence
Const of Bldg	Bldg Dist	Life of Permit		Occupancy Will Be
Location 3212 PINE Lot No Block No Addition				
Owner Sue SMITH Address				
Plumbing Contractor OWNER Address				

Application is hereby made for permit to install Plumbing Fixtures and to connect same to the City Water and Sewer Systems, on the premises above designated

Sinks	Laundry Tray	Shower
Slop Sinks	Automatic Washer	Sand Trap
Water Closets	Automatic Dishwasher	Water Heater
Baths	Drinking Fountains	
Urinals	Basins	
Floor Drains	Garbage Disposal	

I hereby request that a permit be granted to connect to Water and Sewer Service on the above premises for the purposes and fixtures herein specified, and to install plumbing. In consideration of the benefits to be derived from such permit, I hereby agree to abide by and conform to all of the rules and regulations of the Department of Public Utilities and Buildings and to pay promptly all bills rendered for services to said premises

PLUMBING

Sewer or Septic Tank

Sewer RENAB

8500

Applicant's Signature

Susan T. Smith

Plumber's Report

House sewer replaced with 4" PVC plastic pipe from front of home to street

Plumbing
Installation approved

19

Sewer
Installation approved

9-19

19 89

Plumbing Inspector

City Building Inspector

Application Approved

9-18

19 89

WAKE

City Building Inspector

City of Longview, Wash
DEPARTMENT OF BUILDINGS2788
Permit Number

APPLICATION AND PERMIT FOR WATER, SEWER AND PLUMBING

Const of Bldg	Bldg Dist	Life of Permit	Plans Filed	Occupancy Will Be
		Days		Home
Location	3212 Pine St.	Lot No	Block No	Addition
Owner	Roland P Smith	Address		
Plumbing Cont'r	owner	Address		

Application is hereby made for permit to install Plumbing Fixtures and to connect same to the City Water and Sewer Systems, on the premises above designated

Sinks	Laundry Tray	Shower
Slop Sinks	Automatic Washer	Sand Trap
Water Closets	Automatic Dishwasher	
Baths	Drinking Fountains	
Urinals	Basins	
Floor Drains	Garbage Disposal	

I hereby request that a permit be granted to connect to Water and Sewer Service on the above premises for the purposes and fixtures herein specified, and to install plumbing. In consideration of the benefits to be derived from such permit I hereby agree to abide by and conform to all of the rules and regulations of the Department of Public Utilities and Buildings, and to pay promptly all bills rendered for services to said premises.

PLUMBING (4) \$4.00

Sewer or Septic Tank

Roland P Smith
Applicant's Signature

Plumber's Report

Bldg Sewer for addition at rear of home in 4" connection to existing drainage system under home by owner - O.K. - 9/29/69. See sketch on back of permit (2mm by Haupt)

Rough in - O.K. - 11/7/69. (2mm by Haupt)

Plumbing
Installation approved

7/1 -

1971, Sewer
Installation approved

19

2mm by Haupt
Plumbing Inspector

Application Approved

City Building Inspector

Aug 25, 1969

G. J. M. Cassano
City Building Inspector (R2)

City of Longview, Wash
DEPARTMENT OF BUILDINGS11930
Permit Number

APPLICATION AND PERMIT FOR WATER, SEWER AND PLUMBING

<i>James</i> Const of Bldg	<i>SR</i> Bldg Dist	<i>—</i> Days Life of Permit	Plans Filed	<i>Must Home -</i> Occupancy Will Be
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Location *3212 Pine Street* Lot No Block No Addition

Owner *R. L. Mannabue* Address

Plumbing Cont'r *Kelly Plg. & Htg.* Address

Application is hereby made for permit to install Plumbing Fixtures and to connect same to the City Water and Sewer Systems, on the premises above designated

Sinks <i>1</i>	Laundry Tray	Shower
Slop Sinks	Automatic Washer <i>1</i>	Sand Trap
Water Closets <i>1</i>	Automatic Dishwasher	
Baths <i>1</i>	Drinking Fountains	
Urinals	Basins <i>1</i>	
Floor Drains	Garbage Disposal	

I hereby request that a permit be granted to connect to Water and Sewer Service on the above premises for the purposes and fixtures herein specified, and to install plumbing. In consideration of the benefits to be derived from such permit I hereby agree to abide by and conform to all of the rules and regulations of the Department of Public Utilities and Buildings, and to pay promptly all bills rendered for services to said premises.

PLUMBING *(5) \$5.00*

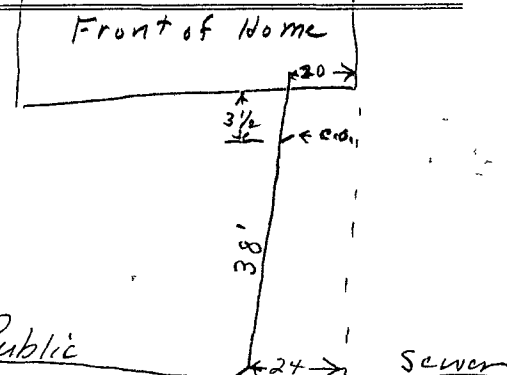
Sewer or Septic Tank *5.00*

\$10.00

Plumber's Report

Drainage test - O.K. - 3/28/61

Bldg. sewer in Bonamico to top - O.K. - 6/6/61.



Plumbing
Installation approved

11/14 - 1961 Sewer
Installation approved

6/6 - 1961

A. M. C.
Plumbing Inspector

A. M. C.
City Building Inspector

April 26 - 1961.

A. M. C.
City Building Inspector

Application Approved



NOTICE OF PUBLIC HEARING

Longview Appeal Board of Adjustment

4:30 P.M. Tuesday, September 12th, 2023 for a 'hybrid' in-person or virtual meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/81922908550>

Or phone in for audio only: (253) 215 8782 or (408) 638 0968

Webinar ID: 819 2290 8550

Case No: ABA 2023-2

Applicant: Larry Moore

Location: 3212 Pine St

Request: **Special Property Use permit to create a detached accessory dwelling unit in the TNR zone per LMC 19.22.025.**

Why You Are Receiving This Notice: You own real property located adjacent to or abutting the property affected by the Special Property Use request. The Longview Municipal Code requires all property owners owning real property located adjacent to or abutting a land use proposal subject to a public hearing to be notified of the proposal and of the hearing date, place, and time. Contact: McAllister Kosar, Planner 360-442-5083

Copies of the associated documents are available for review online at mylongview.com under 'Agendas & Minutes'.

Comments: If you would like to provide comments in writing on this proposal, please submit them **no later than 4:00 p.m. Tuesday, September 12th, 2023** to the City of Longview Community Development Department, PO Box 128, Longview, WA 98632, **ATTN: McAllister Kosar, Planner.** For electronic comments, provide your comments along with full name, address and contact information to mcallisterk@mylongview.com
RE: ABA 2023-2

Public Hearing: You are invited to attend the Appeal Board of Adjustment public hearing scheduled for 4:30 P.M. Tuesday, September 12th, 2023 either in-person at Longview City Hall Council Chambers, 1525 Broadway Street, OR on the virtual meeting platform Zoom (online or phone-in).

Public comment can be submitted in advance to mcallisterk@mylongview.com. Please contact the City Clerk's Office at 360-442-5041 with any accessibility requests.