



City of Longview

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

Agenda

Appeal Board of Adjustment

Monday, January 29,
2024

4:30 PM

Longview Council Chambers

1. **HYBRID MEETING DETAILS**

23-001866 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. **ELECTION OF OFFICERS**

5. **APPROVAL OF MINUTES**

23-001867 MINUTES FROM DECEMBER 12, 2023

6. **AUDIENCE PARTICIPATION OF CORRESPONDENCE**

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

8. **PUBLIC HEARINGS**

23-001868 ABA 2023-7 SALVATION ARMY HYGIENE CENTER SPECIAL PROPERTY USE PERMIT
RECOMMENDED ACTION: APPROVAL OF THE SPECIAL PROPERTY USE PERMIT
APPLICATION FOR THE SALVATION ARMY HYGIENE CENTER AT 1629 AND 1639 10TH
AVE.

23-001869 ABA 2023-8 3232 LAUREL RD DETACHED ADU SPECIAL PROPERTY USE PERMIT
RECOMMENDED ACTION: APPROVAL FOR A SPECIAL PROPERTY USE PERMIT FOR
THE ESTABLISHMENT OF A DETACHED ACCESSORY DWELLING UNIT IN THE R-1
DISTRICT, AT 3232 LAUREL RD.

9. **OTHER BUSINESS**

10. **ADJOURNMENT & NEXT MEETING FEBRUARY 13TH**



City of Longview

1525 Broadway
Longview, WA 98632
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Minutes

Agenda

Appeal Board of Adjustment

Tuesday, December 12,
2023

4:30 PM

Longview Council Chambers

1. HYBRID MEETING DETAILS

23-001804 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 4:30 pm.

3. ROLL CALL

In attendance: Mark Backstrom, Chair; Roger Peters, Vice Chair; Dan Petersen; Steven Dahl;

Excused: Arthur Chang

Staff: McAllister Kosar, Planner; Sam Barham, City Engineer; Nancy Vandehey, Admin Assistant

4. APPROVAL OF MINUTES

23-001805 Minutes from October 10, 2023

November 14, 2023 meeting cancelled

Steve Dahl made a motion, seconded by Dan Petersen, to approve the minutes. This passed unanimously.

5. AUDIENCE PARTICIPATION OF CORRESPONDENCE

None.

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

Mac Kosar read the Declaration and there were no objections.

7. PUBLIC HEARINGS

23-001806 ABA 2023-6 SPECIAL PROPERTY USE PERMIT FOR DETACHED ADU AT 2703 MAPLE ST

STAFF RECOMMENDATION: MOTION TO GRANT A SPECIAL PROPERTY USE PERMIT FOR THE ESTABLISHMENT OF A DETACHED ACCESSORY DWELLING UNIT IN THE R-1 DISTRICT, AT 2703 MAPLE ST

Mac Kosar presented highlights from the staff report. Discussion included alley access within the city code.

Public Hearing was opened at 4:38 pm and was closed at 4:38 pm with no discussion.

Steve Dahl, seconded by Dan Petersen, made a motion to approve a special property use permit for the establishment of a detached accessory dwelling unit in the R-1 District, at 2703 Maple St. This passed unanimously.

8. OTHER BUSINESS

9. ADJOURNMENT

The meeting was adjourned at 4:39 pm.



City of Longview

Agenda Summary

ABA 2023-7 SALVATION ARMY HYGIENE CENTER SPECIAL PROPERTY USE PERMIT

RECOMMENDED ACTION: APPROVAL OF THE SPECIAL PROPERTY USE PERMIT APPLICATION FOR THE SALVATION ARMY HYGIENE CENTER AT 1629 AND 1639 10TH AVE.

APPLICATION FOR SPECIAL PROPERTY USE PERMIT FOR ADDITIONAL SHOWER/CHANGING ROOM AND ADDITIONAL WASHER AND DRYER AT SALVATION ARMY HYGIENE CENTER.

RECOMMENDED ACTION: APPROVAL OF THE SPECIAL PROPERTY USE PERMIT APPLICATION FOR THE SALVATION ARMY

Attachments:

1. Staff Report 2023-7 SPU for Salvation Army Hygiene Center
2. Ex A ABA 2023-7 1639 10th Ave SA SPU App
3. Ex B SPU Application letter of support
4. Ex C Aerial Imagery of Site
5. Ex C Continued-SALVATION ARMY HYGIENE CENTER SPU DRAWING REV #1
6. Ex D Posting to Adjacent Property Owners
7. Ex E Legal notice ABA 2023-7 1639 10th Ave Salvation Army SPU



STAFF REPORT
to the
LONGVIEW APPEAL BOARD OF ADJUSTMENT

PRESENTED BY: McAllister Kosar, Planner

HEARING DATE: January 29th, 2024

APPLICATION NO.: ABA 2023-7

APPLICANT: Salvation Army, Phil Smith, Johannsen Wing Architects

PROPERTY OWNER: Salvation Army

REQUEST: Special Property Use Permit in accordance with LMC §19.22.020 for an expansion of an existing religious assembly use in the R-4 Residential District to add an additional shower and washer/dryer to the Salvation Army Hygiene Center to be operated during the times of 9:00AM-11:30AM during the days of Monday-Friday by appointment only. Currently the Hygiene Center contains a food distribution center, one shower/changing room, one bathroom, and one set of washer and dryer.

LOCATION: House/garage building: 1629 10th Ave (Parcel Number: 01837).
Main Salvation Army Church: 1639 10th (Parcel Number 01838).

ASSOCIATED CASES: ABA 2022-2

ZONING DISTRICT: R-4 Residential District

BACKGROUND AND PROPOSAL

The Salvation Army has applied for a Special Property Use Permit (SPU) to add an additional shower and washer/dryer to the Salvation Army Hygiene Center to be operated during the times of 9:00AM-11:30AM during the days of Monday-Friday by appointment only. Currently the Hygiene Center contains a food distribution center, one shower/changing room, one bathroom, and one set of washer and dryer. The distribution center operates as a “self-select” food pantry. Access will be through a man-door on the side of the building facing the Salvation Army church. Further explanation of the use is described in Exhibit A which contains the Application for SPU and Exhibit B which is an additional letter from the applicant which details the proposed operations.

The property is in the R-4 Residential District, which allows religious assembly as a Special Property Use. The Salvation Army Church property at 1639 10th Ave currently has a 10,547 sq. ft. assembly building and a 40-stall parking lot on an adjacent 12,000 sq. ft. lot. The church also owns 1629 10th Ave with a 960 sq. ft. residential building and the existing 1,575 sq. ft. detached garage which was built with a Special Property use in 2013. Exhibit C contains pictures of the garage building and alley and an aerial photo.

The owner of the property is Salvation Army. This property is located within NW ¼ of the NW ¼ of section 34, Township 8N Range 2W of the Willamette Meridian, in Cowlitz County.

Neighboring land-uses include:

North – Multi-family apartment building and single family home. South – Multi-family apartment building and single family residences East – Single family residences and multi-family housing.

West – Multi-family apartments and Salvation Army parking lot.

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 December 19th, 2023. [Exhibit D & E].

The property was posted with a notice of public hearing announcing the proposed special property use application. Legal notice of the public hearing appeared in the Longview Daily News. Mailings to abutting properties and the vicinity were sent out January 8th, 2024. 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 19.18.010(5) 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.

For Residential Zoning Districts described in 19.20 of the Longview Municipal Code, table 19.20.020 includes uses that are permitted (“P”), not allowed, or allowed through a special property use permit (“SPU”):

Table 19.20.020-1 Permitted Uses in Residential Districts

Use	Zoning District				
	R-1	R-2	R-3	R-4	TNR
Religious and secular assembly uses	SPU	SPU	SPU	SPU	SPU

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 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.*

The increase in use of the garage building from church parking and storage, to storage, distribution center and small scale shower and laundry facility, should result in very little change for the buildings in the vicinity as they have not shown changes so far. The property is located next to the Salvation Army church which has served people in need since its founding. The Salvation Army proposes in their application to continue an existing food distribution program, operated 5 days a week for 2 hrs. (between 2-4 pm), in their garage building located adjacent to the church. Access to the garage can be made through a man-door located on the church side of the building, allowing people to remain on church property while receiving services.

The proposed hygiene center in the garage building currently consists of 1 shower, 1 bathroom and 1 washer/dryer. The proposal is to add 1 more shower/changing room, and 1 more washer/dryer. The application states these services will only be accessible by appointment. Staff finds that the size and scale of these improvements will be self-limiting and may only accommodate a very limited number of persons in a day, limiting potential impacts regardless of days/hours of operation.

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

The location of the man-door access into the garage building should ensure any queuing for services occurs only on church property and does not need to make use of the alley or sidewalks. The proposal will not result in any changes to the

street or alley and based on the application.

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

The existing building has alley access and the site is 100 feet from 10th Avenue and 200 feet from New York Street. [Exhibit C]

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

A concrete parking area adjacent to the proposed building will be retained. Staff finds that the Church still has over 46 parking spaces available for on its three adjoining properties.

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.

Staff finds that the church contributes positively to the public health, safety, morals and general welfare by serving those in need in with food, clothing, hygiene services and its religious mission. The application notes that 30 plus individuals access a lunch meal service at the main church and that their services are managed with little to no negative impact on neighbors or nearby businesses. The applicant notes that police are called when needed and that bad actors are dealt with. As described above, the proposal should allow all those being served to remain on church property without a need to line up in the alley. It is unlikely that impacts of noise, odor or traffic will be generated by this proposal.

Based on review of the application and attachments, and any testimony that may be presented at the public hearing, the Appeal Board of Adjustment shall adopt a finding that approval of this Special Property Use Permit will not be detrimental to the public health, safety, morals and general welfare.

STAFF DISCUSSION

The City's Building Official, Fire Marshal, and Public Works Department have had the opportunity to review the Special Property Use application 1629 & 1639 10th Avenue. The applicant is a design firm qualified to work on a commercial building proposal. The adopted building and fire codes are in place to ensure the project can be built and used safely. The Fire Marshal has confirmed the garage building was built to a commercial building standard.

In reference to ABA 2022-2 which originally permitted the food distribution and hygiene center in the Salvation Army garage building, City Staff have not received feedback that would suggest not approving of this application.

As of this writing, staff has received no comments regarding this proposal as a result of the notice of public hearing that was mailed to all adjoining or adjacent property owners, posted notice, 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 R-1 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 §19.22.020 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 proposed project by the Salvation Army, at 1639 & 1629 10th Avenue.

EXHIBITS

- A. Special Property Use Permit application and applicant's description
- B. Letter of Support
- C. Photos and aerial imagery of the site
- D. Notice of Public Hearing (property owner notification)
- E. Legal Notice

Staff Report Date: Tuesday, January 09, 2024



Special Property Use Permit Application to the Appeal Board of Adjustment

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: ABA 2023 - 7

Related Case Number: ABA 2022 - 2

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: Longview Salvation Army Phone: (360) 423-3992
(Print All Information)

Mailing Address: 1639 10th Ave Fax: _____
(Street or PO Box)

City: Longview State: WA Zip: 98632

Property Owner: _____ Phone: _____

Mailing Address: _____ Fax: _____
(Street or PO Box)

City: _____ State: _____ Zip: _____

Applicant: Johansson Wing Architects, Jared Bradshaw-Vinson (Agent for the Owner) Phone: (360) 687-8379
(Print All Information)

Mailing Address: 821 SE 14th Loop, Suite 109 Fax: _____
(Street or PO Box)

City: Battle Ground State: WA Zip: 98604

Relationship to Property Owner: Architect

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: _____

The Salvation Army would like to add one additional shower room/changing area and one set of washer & dryer to an existing hygiene and distribution center for those in need. Currently it contains a food distribution center, one shower room, one bathroom, and one set of a washer & dryer.

Address of Property: 1629 10th Ave, Longview, WA Parcel No. 01837

Comprehensive Plan Designation: High Density Residential Zoning District: R-4

Current Use of Property: The property, owned by the salvation army, currently has a house on site with an accessory building that houses the existing hygiene and distribution center referenced above.

Gross land area of the site to be developed: None Square Feet None Acres

Net land area (gross land area minus land dedicated for public purposes): None

Describe any existing structures on the site: One house and one accessory building

Number and surface type of all existing driveways at the site: 1 driveway - 280 SF

Number, type and dimensions of existing signage at the site: None

Describe signage proposed for the land use requested: None

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

North: R-4 Current Land Uses: Single Family Homes

South: R-4 Current Land Uses: Single Family Homes

East: R-4 Current Land Uses: Single Family Homes

West: CBD Current Land Uses: Commercial Businesses

Describe any Critical Areas identified on or located within 300 feet of the site: None

Describe any private wells, septic tanks, drain fields, etc. located on the site: City utilities are used

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

Proposed hours of operation: Hygiene Center: Mon – Fri, 9AM – 11:30AM, Pantry: Mon – Fri, 2PM – 4PM

Describe how parking will be accommodated for the proposed use: Existing Salvation Army parking will
be used

Describe how the proposed use will impact traffic circulation: None

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

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: **\$696.00**

SEPA Review Fee: — NOT REQUIRED — **\$579.00**

Total Fees: **\$696.00**

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: _____

Date: 12/14/23

Signature of Property Owner: _____

Date: _____

Signature of Applicant: _____

Date: 12/14/2023

(If different than property owner)



DOING THE MOST GOOD™

November 28, 2023

1 of 2

Community Development
Planning Department

RE: Special Use Permit Application and Property Hearing

The Salvation Army located at 1639 10th Ave currently operates direct services to the public in the form of a congregate lunch meal served indoors from 11:45 – 12:45pm. We are currently averaging about 40-50 individuals a day who access this meal service. Additionally, we now operate a “Self-Select” Food Pantry Program as well as a small Hygiene Center 3 days a week for 2 hrs. in the afternoons from 2-4pm. These direct service programs provide meals and food access for individuals otherwise experiencing food insufficiency. We also now provide hygiene services in the form of showers, laundry and bathroom access during this same period.

Our program model and construction design for the pantry and hygiene center was built with intent to eventually operate 5 days a week and for 5 hours a day. However, as a result of the last public hearing, there were concerns from those in attendance that increased capacity for services would generate and attract unwanted behavior bringing negative unwanted consequences to our neighboring property owners. As a result, we agreed to modify our full construction scope. We therefore only pre-plumbed for 2 sets of washer dryers and 2 shower / bathrooms however only installed 1 of each. The Salvation Army also agreed not to increase our hours of existing operations for 6 months to allow for the Army and our neighbors to have an appropriate amount of time for close monitoring of the program operations and any increased negative impact. Neighbors were encouraged to report unwarranted disruptions and submit any complaints directly to the Corps Officer. They were also encouraged to contact LPD for anything reportable.

The Salvation Army has successfully operated the new services now for 6 months without any complaints received from neighbors either directly or in writing. We also have not had any police responses related to any loitering, vandalism, crime or trespassing regarding these new services. We actually have not had any reports, complaints or calls from neighbors at all in the last 6 months even for activity unrelated to the new services. This is consistent with neighborhood relations in general over the last 18 months or so.

Since our arrival to Longview 2 years ago, we have been intentional to address disruptive behavior in our immediate area including anything affecting neighbors. We have banned “bad actors” from receiving services, securely enclosed our garbage bins, fenced and gated our parking lot and keep our alleyway and surrounding greenspaces free of garbage, debris and unwanted camping.



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2 of 2

The number of households accessing the Client Choice Pantry now average about 30 and sometimes reach over 40. The new service location which also includes the Hygiene Center showers and laundry is meticulously managed with data collection for every person and ensuring the hygiene facilities are by appointment only. Our Program Coordinator and volunteer staff help to ensure maximum staff presence. This also ensures service provision remains efficient and clients are always with a staff member while participating in these services.

Our 6 month demonstration of smooth operations without any complaint from neighbors or police interventions now warrant our request for increased capacity as originally designed and intended.

Please note the hours of operations requested below:

HYGIENE CENTER (HC)

Monday - Friday: 9:00am – 11:30pm

SELF SELECT FOOD PANTRY

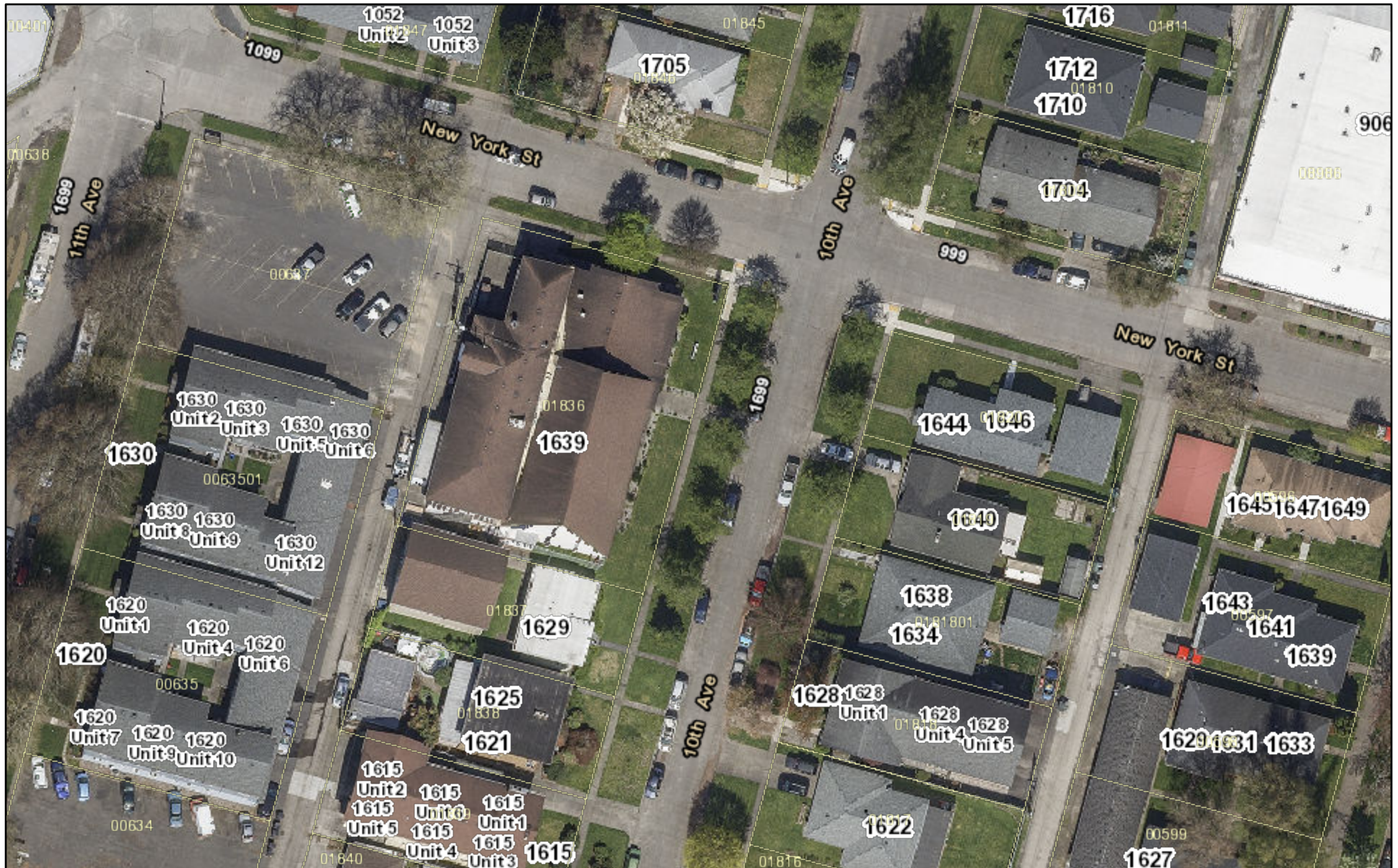
Monday - Friday: 2:00pm – 4:00pm

We trust this information is helpful to the Review Panel. I am planning to be present of course for the hearing to address any questions or concerns not answered here.

Thank you –

Major Phil Smith,
Corps Officer / Administrator

City of Longview



12/19/2023, 4:49:02 PM

World Transportation 2022 Aerial Leaf Off

- Red: Band_1
- Green: Band_2
- Blue: Band_3

World Imagery

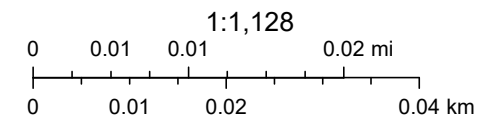
Low Resolution 15m Imagery

High Resolution 60cm Imagery

High Resolution 30cm Imagery

Citations

30cm Resolution Metadata



Esri, HERE, Garmin, (c) OpenStreetMap contributors, Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN,

Disclaimer: The City of Longview does not guarantee the accuracy, timeliness, adequacy, completeness or usefulness of any information. The City of Longview provides this information on an "as-is" basis without warranty of any kind.

SALVATION ARMY HYGIENE CENTER

PROJECT TEAM

OWNER
SALVATION ARMY
1639 10TH AVE
LONGVIEW, WA 98632
PHONE: (805)-448-1830
CONTACT: PHILIP SMITH
E-MAIL: philip.smith@usw.salvationarmy.org

ARCHITECT
JOHANSSON WING ARCHITECTS
9821 SE 14th LOOP, SUITE 109
BATTLE GOUND WA 98604
PHONE: (360) 687-8379
CONTACT: JARED BRADSHAW-VINSON
E-MAIL: jared@johanssonwing.com

PROJECT DESCRIPTION

THIS PROJECT INVOLVES THE RENOVATION OF AN EXISTING FOOD DISTRIBUTION AND HYGIENE CENTER ADDING AN ADDITIONAL SHOWER ROOM AND A SET OF WASHER AND DRYER.

CODE ANALYSIS

2018 IBC, 2018 WASHINGTON STATE CODE, 2018 ENERGY CODE

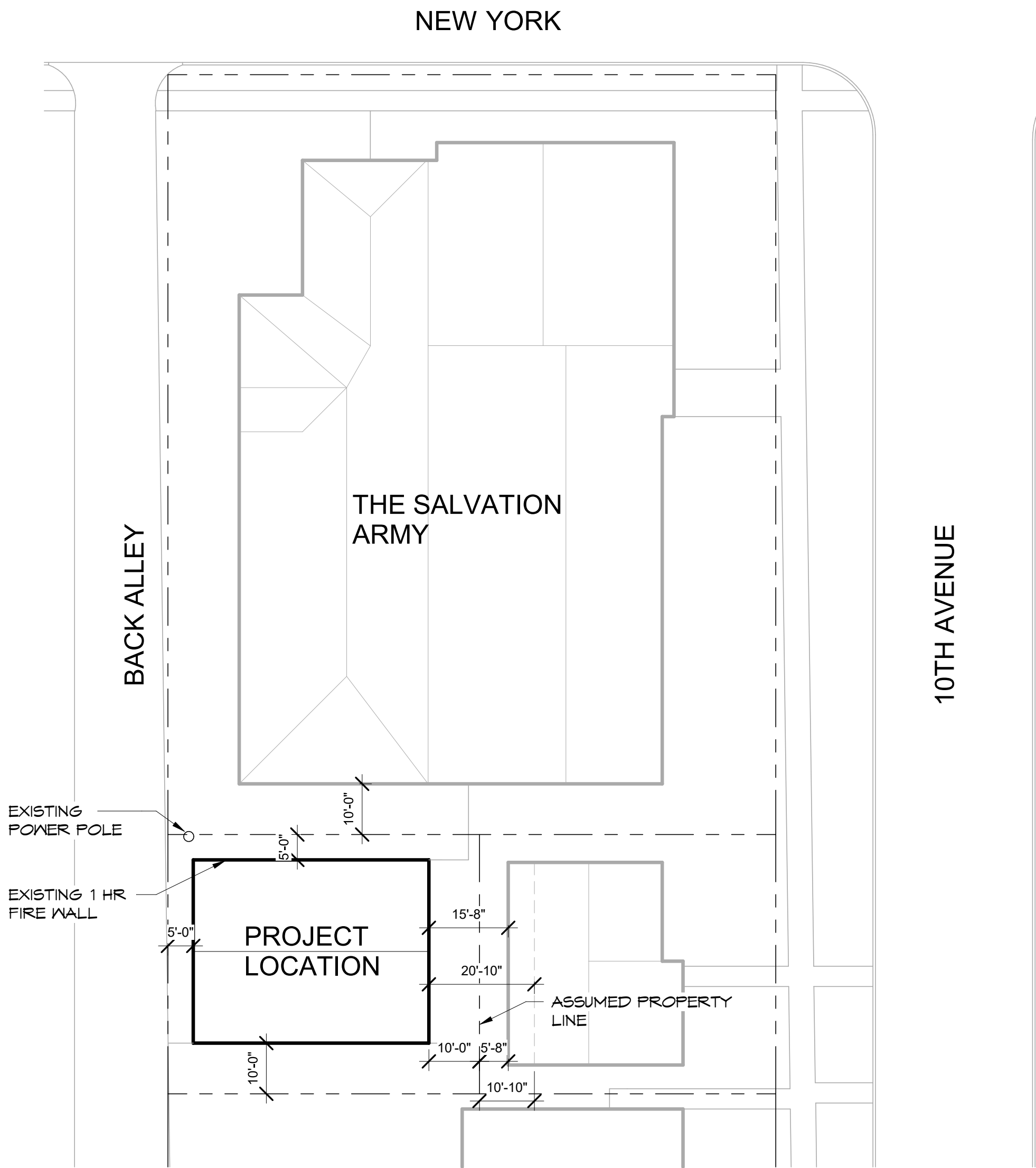
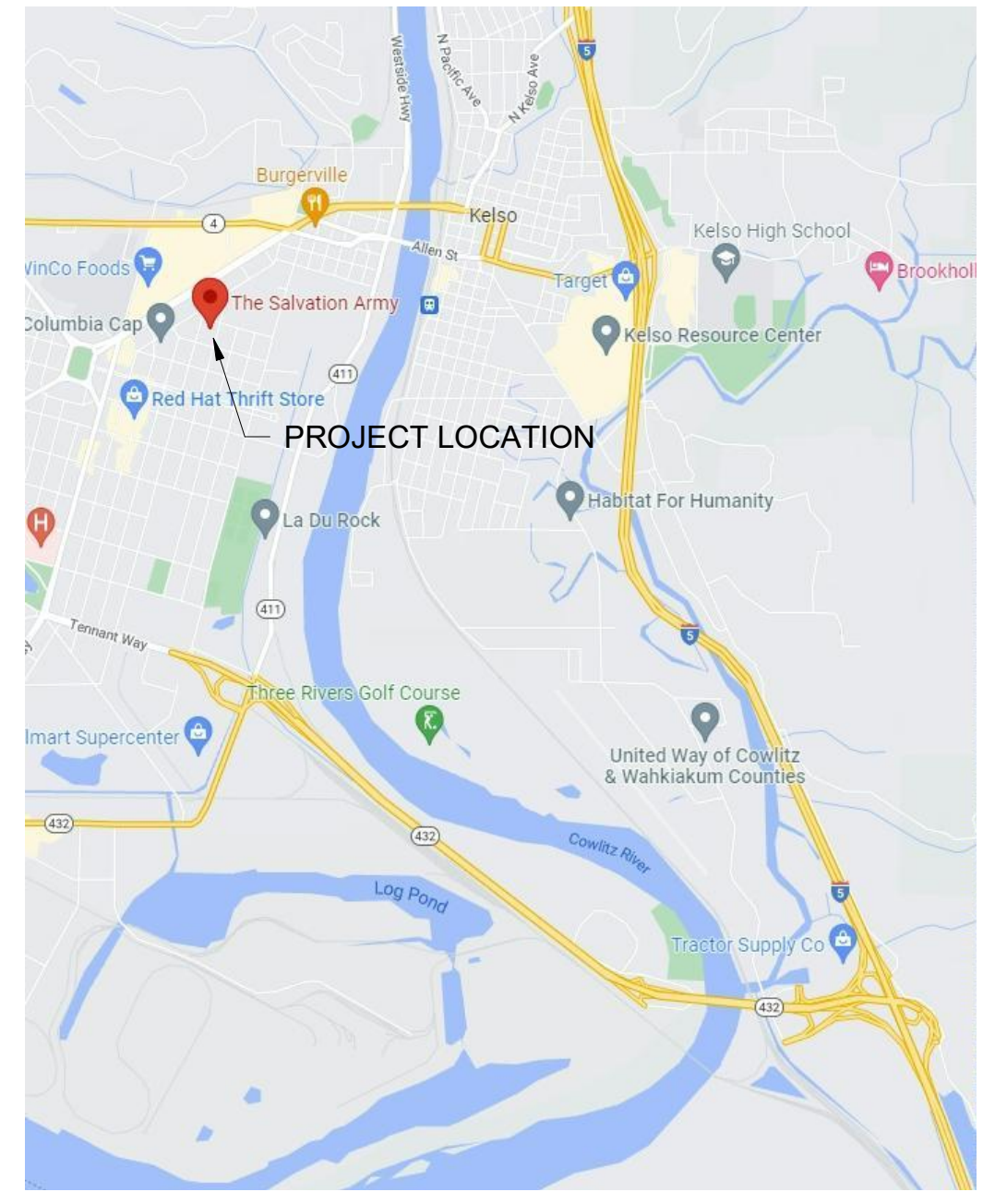
JURISDICTION: CITY OF LONGVIEW

ZONE: R-4, RESIDENTIAL DISTRICT, SPECIAL PROPERTY USE PERMIT OBTAINED

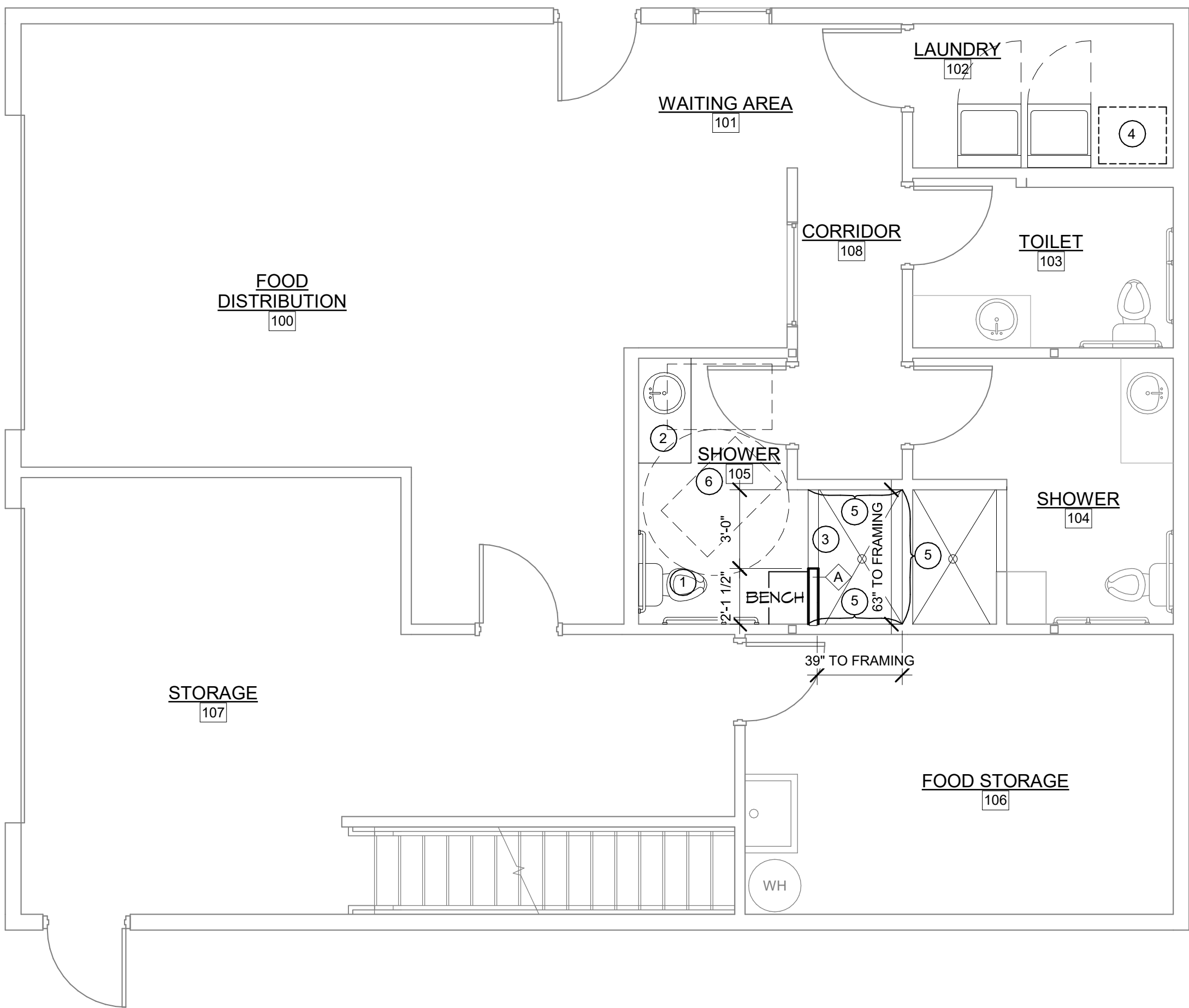
CONSTRUCTION TYPE: V-B, TWO STORY, NON-SPRINKLERED

OCCUPANCY CLASSIFICATION: M - MERCANTILE

VICINITY MAP



2 SITE PLAN
A3.0 1" = 20'-0"



1 FLOOR PLAN
A3.0 1/4" = 1'-0"

FLOOR PLAN NOTES

- 1 NEW TANK TYPE PORCELAIN WATER CLOSET. MATCH ADJACENT SHOWER ROOM FIXTURES
- 2 SINK AND PLAM SURFACE VANITY WITH KNEE BRACE AT END. MATCH ADJACENT SHOWER ROOM FINISHES AND FIXTURES
- 3 ADA ROLL IN FIBERGLASS SHOWER UNIT WITH MAX 1/2" THRESHOLD. MATCH ADJACENT SHOWER ROOM FIXTURES. BASIS OF DESIGN: ORCA HEALTHCARE LSS26337W75B. V2
- 4 NEW STACKED WASHER/DRYER OWNER PROVIDED. CONTRACTOR INSTALLED. CONNECT TO EXISTING WALL WASHER BOX.
- 5 REMOVE EXISTING DRYWALL AS NECESSARY TO INSTALL NEW SHOWER SURROUND
- 6 INSTALL SMOOTH FINISH FRP UP TO 4'-0" ON ALL WALLS, ABOVE THE SHOWER SURROUND AND ON THE JAMB OF THE SHOWER ENTRY. MATCH ADJACENT SHOWER ROOM.

WALL TYPES

- A 2X4 WOOD STUDS @ 16" O.C. WITH 5/8" GWB EACH SIDE UP TO THE BOTTOM OF THE SECOND FLOOR STRUCTURE @ 8'-0" A.F.F.



821 SE 14th Loop, Suite 109
PO Box 798
Battle Ground, WA 98604
Ph: 360-687-8379
www.johanssonwing.com

SALVATION ARMY
HYGIENE CENTER
1629 10TH AVE, LONGVIEW, WA 98632

FLOOR PLAN

PROJECT # 23116
DATE 11-15-2023

REV #	DATE	DESCRIPTION

PRELIMINARY
A3.0

NOT FOR CONSTRUCTION



January 8, 2023

NOTICE OF SPECIAL MEETING TO CONDUCT PUBLIC HEARINGS

Longview Appeal Board of Adjustment

4:30 P.M. Tuesday, January 29th, 2024, 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 2023-7

Applicant: Salvation Army, Major Phil Smith

Location: House/garage building: 1629 10th Ave (Parcel Number: 01837).

Main Salvation Army Church: 1639 10th (Parcel Number 01838).

Request: Special Property Use Permit to expand existing hygiene center at the Salvation Army Garage Building to include an additional shower room/changing area and additional washer and dryer to serve the public by appointment only during the proposed hours of 9:00AM-11:30AM Monday-Friday. Currently the Hygiene Center contains a food distribution center, one shower room, one bathroom, and one set of a washer and dryer.

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' one week in advance of the Public Hearing. **This meeting is the rescheduled meeting for January 9th, 2024.**

Comments: If you would like to provide comments in writing on this proposal, please submit them **no later than 4:00 p.m. Monday, January 29th, 2024**, 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 mcallister.kosar@ci.longview.wa.us **RE: ABA 2023-7**

Public Hearing: You are invited to attend the Appeal Board of Adjustment public hearing scheduled for 4:30 P.M. Tuesday, January 29th, 2024, either in-person at Longview City

Hall Council Chambers, 1525 Broadway Street, OR on the virtual meeting platform Zoom (online or phone-in).

Please contact the City Clerk’s Office at 360-442-5041 with any accessibility requests.
Site Plan/Layout:

SALVATION ARMY HYGIENE CENTER

PROJECT TEAM

OWNER
SALVATION ARMY
1639 10TH AVE
LONGVIEW, WA 98632
PHONE: (805)-448-1830
CONTACT: PHILIP SMITH
E-MAIL: philip.smith@usw.salvationarmy.org

ARCHITECT
JOHANSSON WING ARCHITECTS
9821 SE 14th LOOP, SUITE 109
BATTLE GROUND WA 98604
PHONE: (360) 687-8379
CONTACT: JARED BRADSHAW-VINSON
E-MAIL: jared@johanssonwing.com

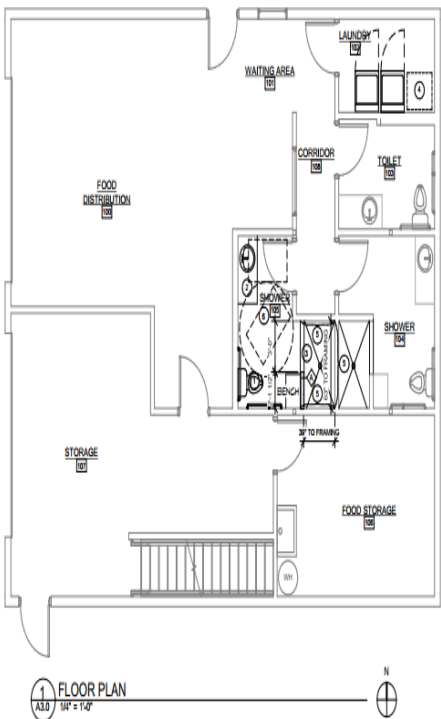
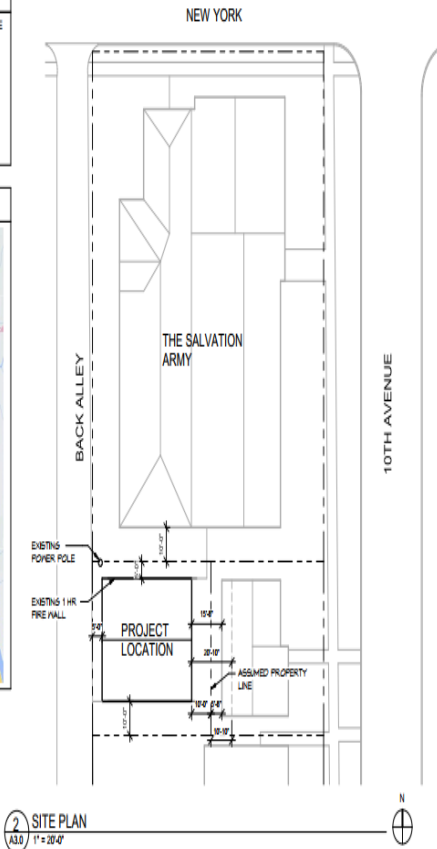
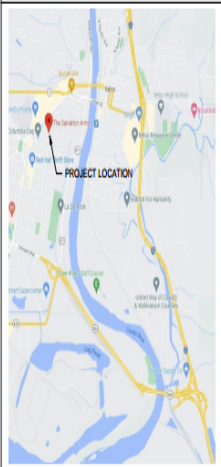
PROJECT DESCRIPTION

THIS PROJECT INVOLVES THE RENOVATION OF AN EXISTING FOOD DISTRIBUTION AND HYGIENE CENTER ADDING AN ADDITIONAL SHOWER ROOM AND A SET OF WASHERS AND DRYER.

CODE ANALYSIS

2018 IBC, 2018 WASHINGTON STATE CODE, 2018 ENERGY CODE
JURISDICTION: CITY OF LONGVIEW
ZONE: R-4, RESIDENTIAL DISTRICT, SPECIAL PROPERTY USE PERMIT OBTAINED
CONSTRUCTION TYPE: V-B, TWO STORY, NON-SPRINKLERED
OCCUPANCY CLASSIFICATION: M - MERCANTILE

VICINITY MAP



- FLOOR PLAN NOTES**
- 1. NEW TANK TYPE PORCELAIN WATER CLOSET. MATCH ADJACENT SHOWER ROOM FIXTURES
 - 2. GRAY PVC PLUMB SURFACE VANTY WITH KNEE BRACE AT END. MATCH ADJACENT SHOWER ROOM FIXTURES AND FIXTURES
 - 3. ADA ROLL-IN FREEGLASS SHOWER UNIT WITH MAX 10" THRESHOLD. MATCH ADJACENT SHOWER ROOM FIXTURES. BASIS OF DESIGN ORCA HEALTHCARE LEADERSHIP SYS. V2
 - 4. NEW STACKED WASHERS/DRYER OWNER PROVIDED. CONTRACTOR INSTALLED. CONNECT TO EXISTING WALL WASHER BOX.
 - 5. REMOVE EXISTING DRYWALL AS NECESSARY TO INSTALL NEW SHOWER SURROUND
 - 6. INSTALL SMOOTH FINISH POP UP TO 4" ON ALL WALLS ABOVE THE SHOWER SURROUND AND ON THE JAMB OF THE SHOWER ENTRY. MATCH ADJACENT SHOWER ROOM.
- WALL TYPES**
- 1. 2x4 WOOD STUDS @ 16" O.C. WITH 1/2" GIB GYPSUM BOARD UP TO THE BOTTOM OF THE SECOND FLOOR STRUCTURE @ 8" A.F.S.



NOT FOR CONSTRUCTION

**SALVATION ARMY
HYGIENE CENTER**
1639 10TH AVE, LONGVIEW, WA 98632

FLOOR PLAN

PROJECT # 23116
DATE 11-15-2023

REV #	DATE	DESCRIPTION

APPROVED

Notice filed by:
McAllister Kosar, Planner
Community Development Department, City of Longview

Customer Ad Proof

Publication	Daily News		
Contact	CITY OF LONGVIEW - LEGAL	PO Number	
Address 1	PO BOX 128	Rate	Legals
Address 2		Order Price	468.50
City St Zip	LONGVIEW WA 98632	Amount Paid	0.00
Phone	3604425041	Amount Due	468.50
Fax	3604425951		
Section	Legals	Start/End Dates	01/11/2024 - 01/25/2024
SubSection		Insertions	2
Category	0599 Legals	Size	69
Ad Key	60737-1	Salesperson(s)	Legals Rep
Keywords	Legal notice ABA 2023-7 1639 10th Ave Salvation	Taken By	Joann Nunez
Notes			
Ad Proof			

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TO CONDUCT PUBLIC
HEARINGS**

Longview Appeal Board of Adjustment

4:30 P.M. Tuesday, January 29th, 2024, for a 'hybrid' in-person or virtual meeting.

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Or phone in for audio only: (253)

215 8782 or (408) 638 0968

Webinar ID: 819 2290 8550

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ATTN: McAllister Kosar, Planner.

For electronic comments, provide your comments along with full name, address and contact information to mcallister.kosar@ci.longview.wa.us RE: ABA 2023-7

Public Hearing: You are invited to attend the Appeal Board of Adjustment public hearing scheduled for 4:30 P.M. Tuesday, January 29th, 2024, either in-person at Longview City Hall Council Chambers, 1525 Broadway Street, OR on the virtual meeting platform Zoom (online or phone-in).

Please contact the City Clerk's Office at 360-442-5041 with any accessibility requests.

1/11. 1/25 60737



City of Longview

Agenda Summary

**ABA 2023-8 3232 LAUREL RD DETACHED ADU SPECIAL PROPERTY USE PERMIT
RECOMMENDED ACTION: APPROVAL FOR A SPECIAL PROPERTY USE PERMIT FOR THE
ESTABLISHMENT OF A DETACHED ACCESSORY DWELLING UNIT IN THE R-1 DISTRICT, AT 3232
LAUREL RD.**

SPECIAL PROPERTY USE PERMIT APPLICATION FOR 3232 LAUREL RD DETACHED ADU
RECOMMENDED ACTION: APPROVAL FOR A DETACHED ADU AT 3232 LAUREL RD.

Attachments:

1. Staff Report 2023-8 SPU for detached ADU
2. Ex A - Application ABA 2023-8 3232 Laurel ADU SPU Application
3. Ex B - Site Plan- 3232 Laurel Layout - Existing Primary Residence to ADU
4. Ex B Site Plan Layout for Shop converted to Primary Residence
5. Ex C Posting to Adjacent Property Owners ABA 2023-8 3232 Laurel rd
6. Ex D 3232 LAUREL ROAD - UAR 12-20-23
7. Ex E Legal Notice- 3232 Laurel ABA 2023-8.



STAFF REPORT
to the
LONGVIEW APPEAL BOARD OF ADJUSTMENT

PRESENTED BY: McAllister Kosar, Planner

HEARING DATE: January 29, 2024

APPLICATION NO.: ABA 2023-8

APPLICANT: Zachary Dumke

PROPERTY OWNER: Zachary Dumke

REQUEST: Special Property Use Permit in accordance with LMC § **19.22.025** to establish a detached accessory dwelling unit at 3232 Laurel Rd. The applicant seeks to modify the existing shop at 3232 Laurel Rd to become the primary residence at approximately 2,580 square feet, whereas the existing primary residence would become the detached ADU at 1,480 square feet.

LOCATION: 3232 Laurel Rd, Parcel number involved: 10485

ASSOCIATED CASES: N/A

ZONING DISTRICT: R-1 Residential District

BACKGROUND AND PROPOSAL

The property owner/applicant seek to modify the existing shop at 3232 Laurel Rd to become the primary residence at approximately 2,580 square feet, whereas the existing primary residence would become the detached ADU at 1,480 square feet. The proposal is to make use of the driveway for both the 3232 Laurel Residence (to become ADU) and the Shop that would be remodeled to be the primary residence. 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 January 8th, 2023. [Exhibit C].

The property was posted with a notice of public hearing announcing the proposed special property 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

(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 3232 Laurel Rd. 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 and driveway. Utilities are adequate for the proposed. Fire will require addressing at the street indicating an ADU as well as the new primary home. Fire will also require the driving surface from the street to where the driveway widens past the existing residence be widened to 12 feet to allow fire apparatuses to drive past the existing residence and position within 50 to 70 feet from the shop structure. Addressing will be facilitated in consultation and confirmed by the fire marshal, likely by addressing the current 3232 Laurel Rd as 3232 Laurel Rd Unit A and assigning 3232 Laurel Rd to the now shop. This is the same method Community Development typically uses.

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. Windows and doors are respectfully located and/or existing.

- (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 is setback from Laurel Rd appropriately. The shop when remodeled would also have safe driveway distance in proximity to Laurel Rd.

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

The detached ADU (currently 3232 Laurel Rd residence) will be accessible immediately by driveway and Laurel Rd. The shop to be remodeled into the primary residence will have access through the driveway and Fire will require addressing at the street indicating an ADU as well as the new primary home. Fire will also require the driving surface from the street to where the driveway widens past the existing residence be widened to 12 feet to allow fire apparatuses to drive past the existing residence and position within 50 to 70 feet from the shop structure.

- (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 and garage which is beyond adequate.

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 R-1 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.
4. The shop to be remodeled into the primary residence will have access through the driveway and Fire will require addressing at the street indicating an ADU as well as the new primary home. Fire will also require the driving surface from the street to where the driveway widens past the existing residence be widened to 12 feet to allow fire apparatuses to drive past the existing residence and position within 50 to 70 feet from the shop structure.

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 R-1 District, at 3232 Laurel Rd.

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: Monday, January 08, 2024



Special Property Use Permit Application to the Appeal Board of Adjustment

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: ABA-2023-8

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: Zachary Dumke Phone: (360) 846-7581
(Print All Information)

Mailing Address: 3232 Laurel Rd Fax: NA
(Street or PO Box)

City: Longview State: WA Zip: 98632

Property Owner: Kassandra Dumke Phone: (360) 560-4774

Mailing Address: 3232 Laurel Rd Fax: NA
(Street or PO Box)

City: Longview State: WA Zip: 98632

Applicant: Zachary Dumke Phone: (360) 846-7581
(Print All Information)

Mailing Address: 3232 Laurel Rd Email: Zachary.dumke@gmail.com
(Street or PO Box)

City: Longview State: WA Zip: 98632

Relationship to Property Owner: Self

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: I wish to
designate the current primary dwelling as a new detached ADU and build
the current shop on the property into the primary dwelling.

Address of Property: 3232 Laurel Rd Parcel No. 10485

Comprehensive Plan Designation: _____ Zoning District: R-1

Current Use of Property: Residential Housing

Gross land area of the site to be developed: _____ Square Feet 1 Acres

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

Describe any existing structures on the site: 1-Primary Dwelling, 1-60'x30' shop, 1- old barn (not in use)

Number and surface type of all existing driveways at the site: 1- Pull through driveway (front house) 1- side driveway
to shop/barn in back

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

Describe signage proposed for the land use requested: 1 additional mail box

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

North: R-1 Current Land Uses: Residential

South: R-1 Current Land Uses: Residential

East: R-1 Current Land Uses: Residential

West: R-1 Current Land Uses: Residential

Describe any Critical Areas identified on or located within 300 feet of the site: None

Describe any private wells, septic tanks, drain fields, etc. located on the site: None

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

Proposed hours of operation: _____

Describe how parking will be accommodated for the proposed use: Adequate parking is available to the proposed Detached ADU in the Front pull-through driveway/in front of garage. Adequate parking is available to the proposed new primary dwelling in the property's side driveway leading to space for 3-4 parking spaces in front of the existing garage doors to the shop

Describe how the proposed use will impact traffic circulation: _____

It will add an additional 1-2 vehicles utilizing Laurel Rd for access regularly

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

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:

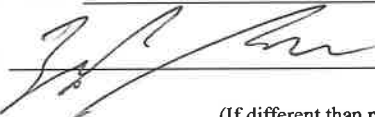
I/we understand that if it is determined the application is not complete, the City shall immediately reject the application and identify in writing what is needed to make the application complete for a public hearing. No public hearings will be scheduled on this application until all outstanding issues 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:  Date: 12/18/23

Signature of Property Owner: _____ Date: _____

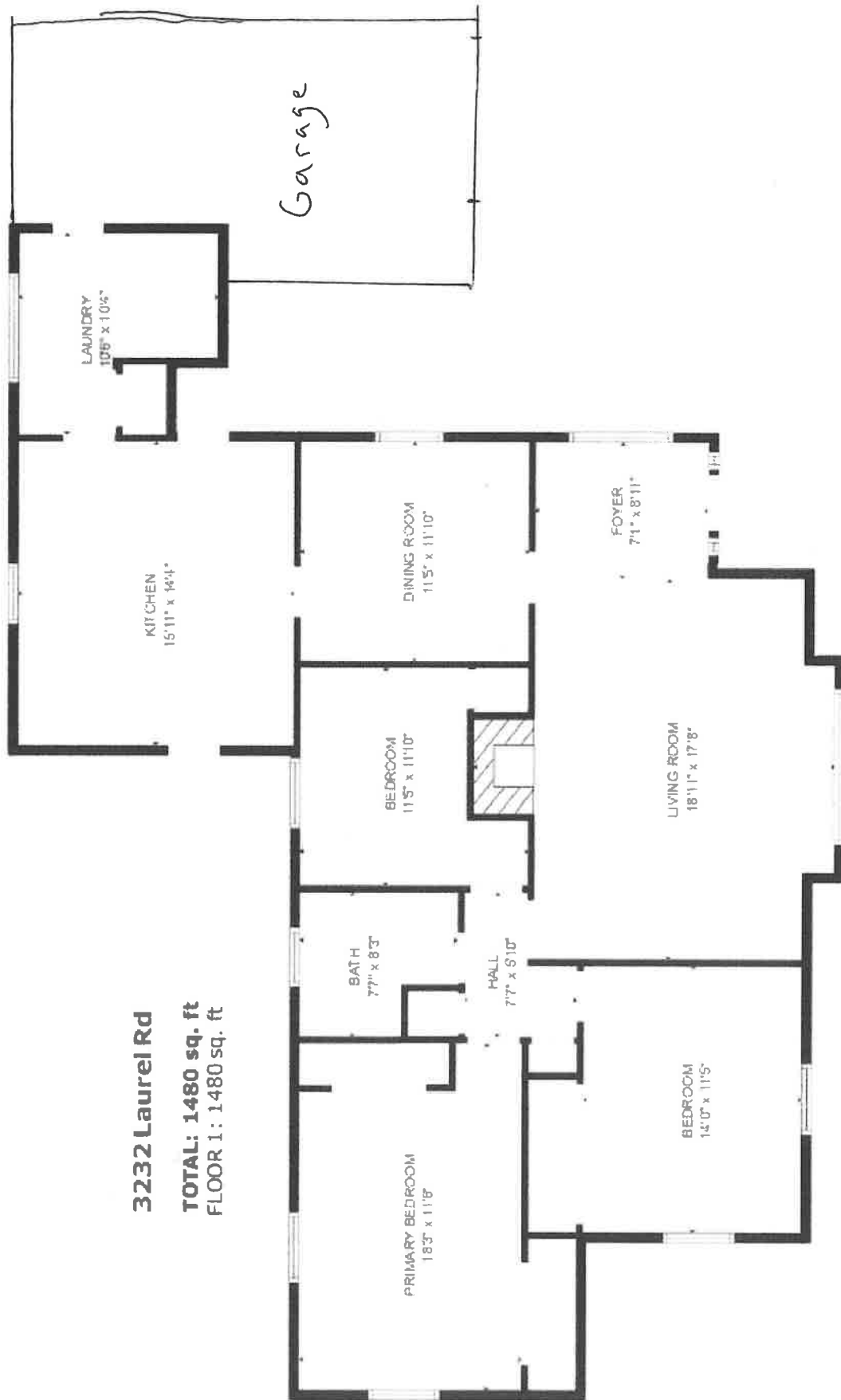
Signature of Applicant:  Date: 12/18/23

(If different than property owner)

3232 Laurel Rd

TOTAL: 1480 sq. ft

FLOOR 1: 1480 sq. ft

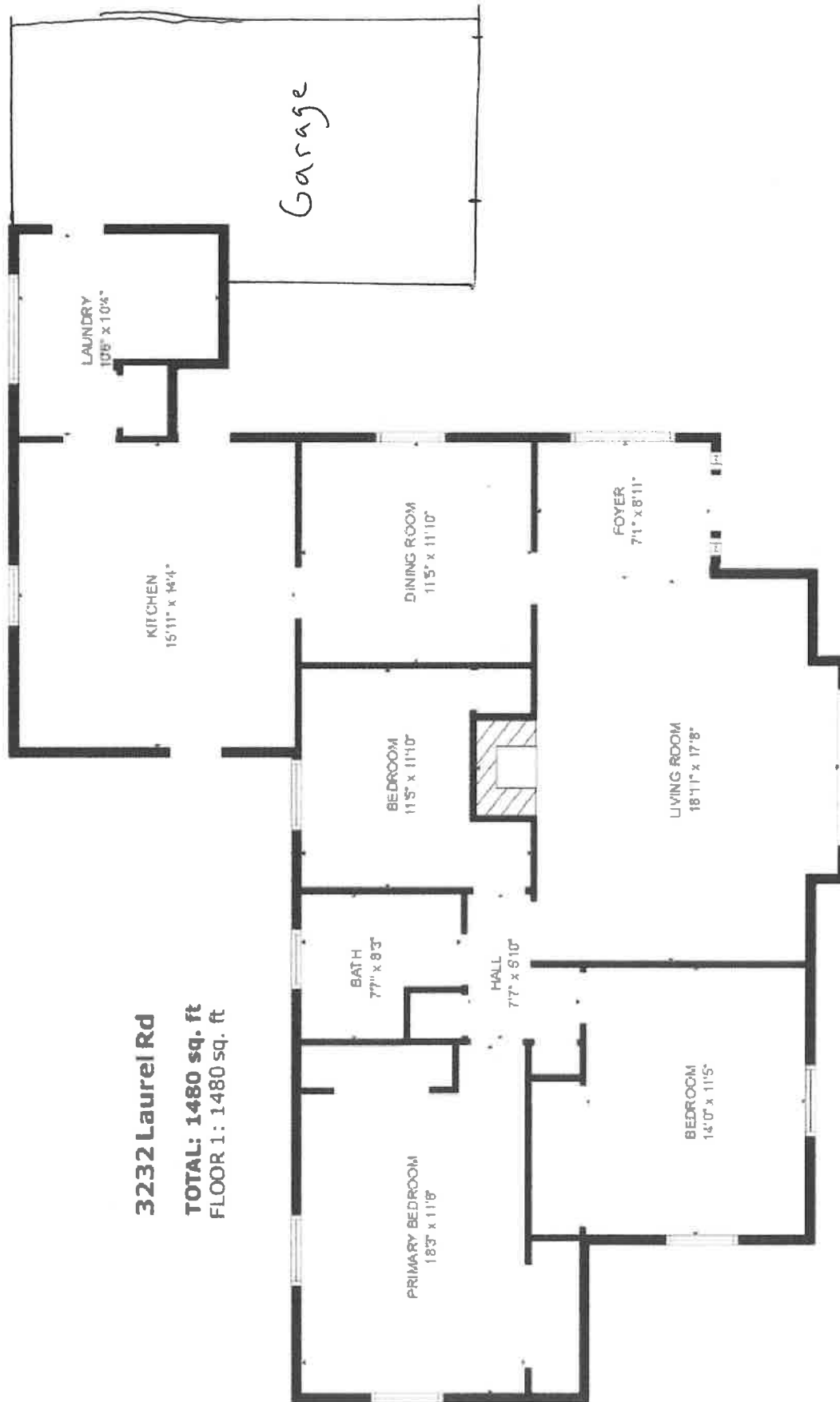




3232 Laurel Rd

TOTAL: 1480 sq. ft

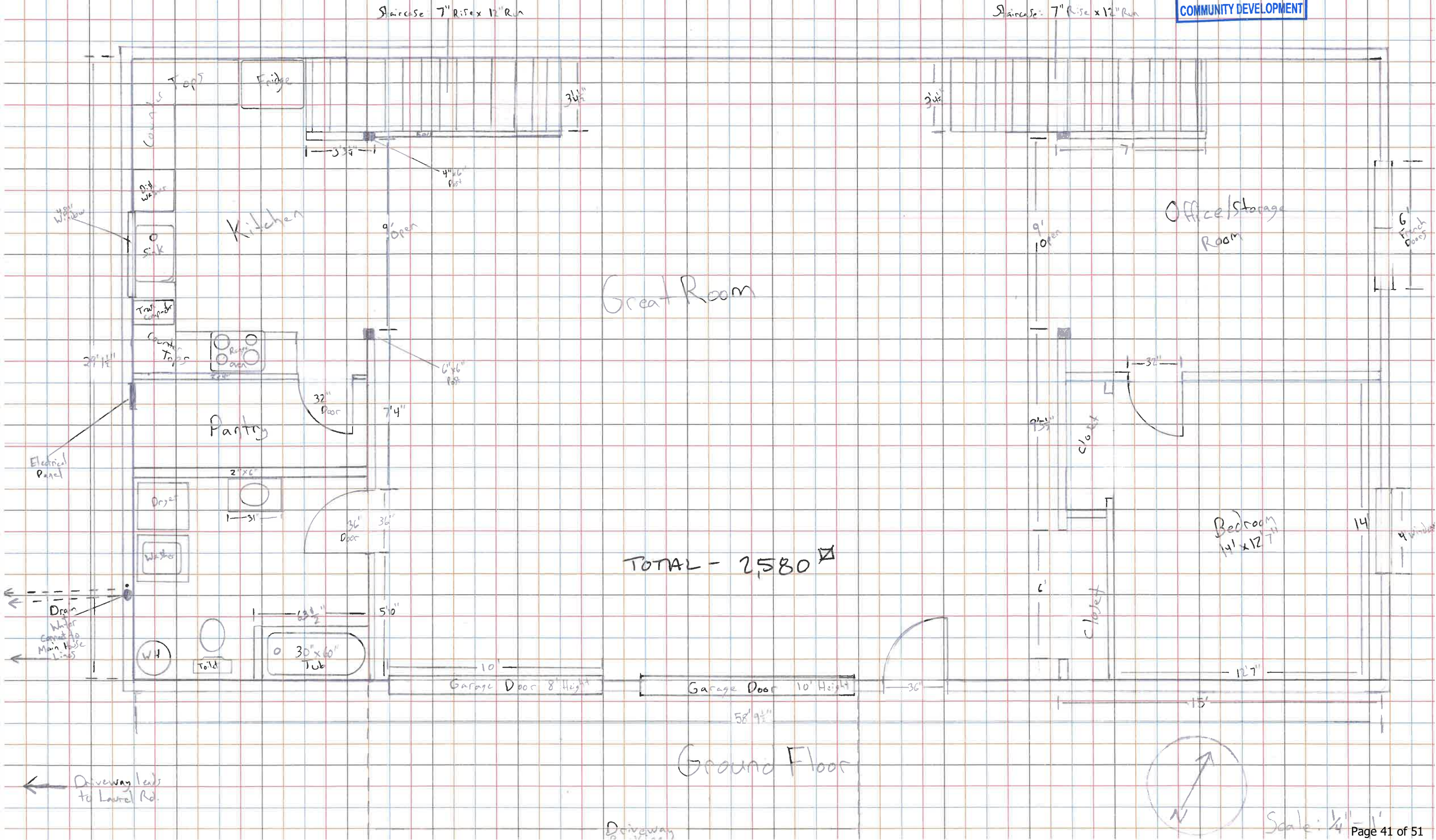
FLOOR 1: 1480 sq. ft

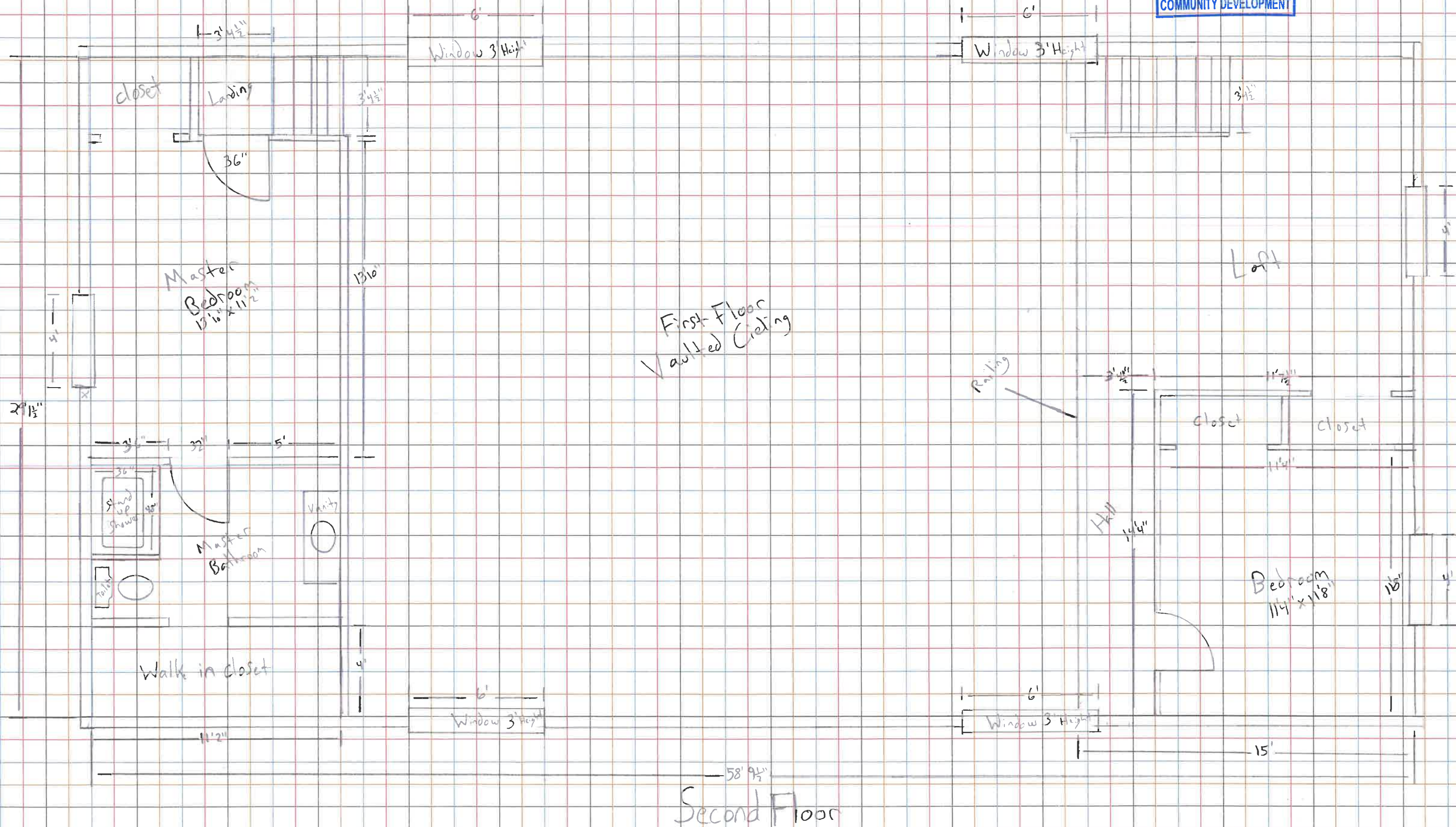


Owner/Applicant: Zachary Dumke
(360) 846-7581

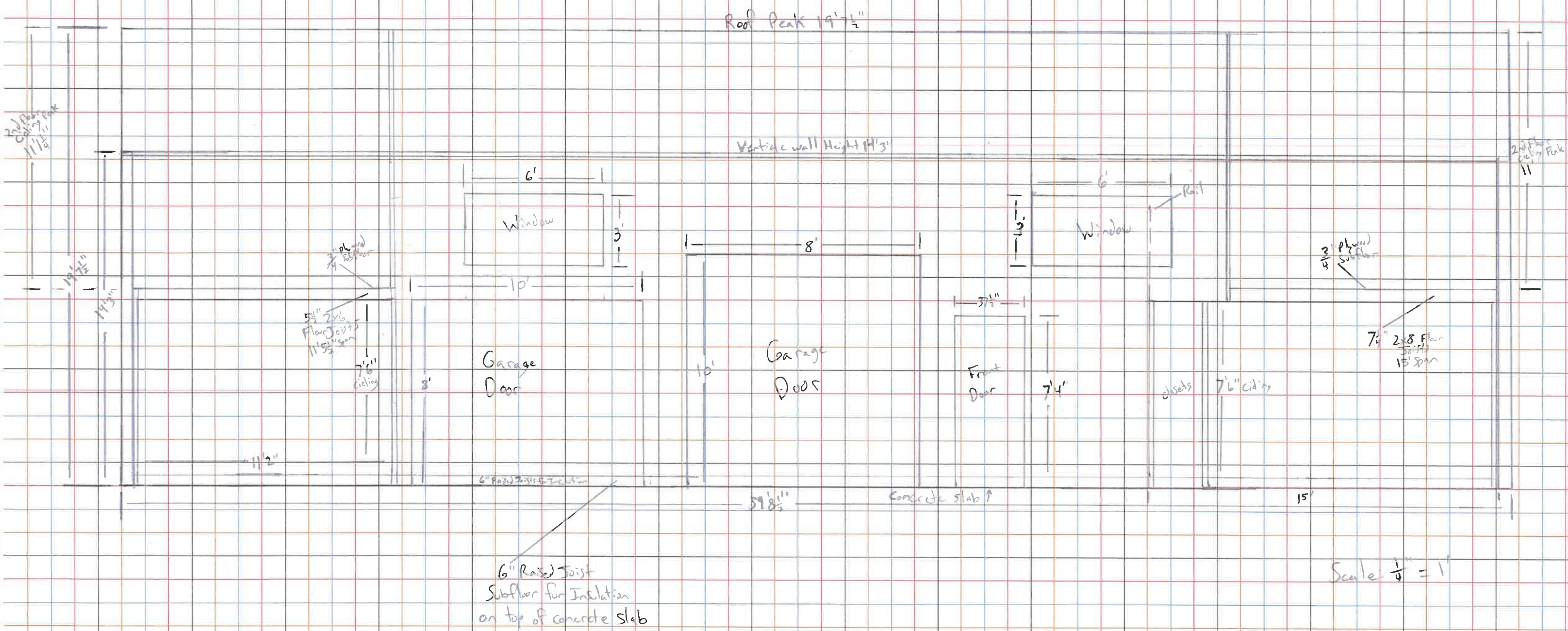
Shop to House Conversion 3232 Laurel Rd

City of Longview
DEC 20 2023
COMMUNITY DEVELOPMENT





City of Longview
DEC 20 2023
COMMUNITY DEVELOPMENT





NOTICE OF PUBLIC HEARING

Longview Appeal Board of Adjustment

4:30 P.M. Tuesday, January 29th, 2024, 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 2023-8

Applicant: Zachary Dumke

Location: 3232 Laurel Rd., Parcel No. 10485

Request: Special Property Use Permit in accordance with LMC § **19.22.025** to establish a detached accessory dwelling unit at 3232 Laurel Rd. The applicant seeks to modify the existing shop at 3232 Laurel Rd to become the primary residence at approximately 2,580 square feet, whereas the existing primary residence would become the detached ADU at 1,480 square feet.

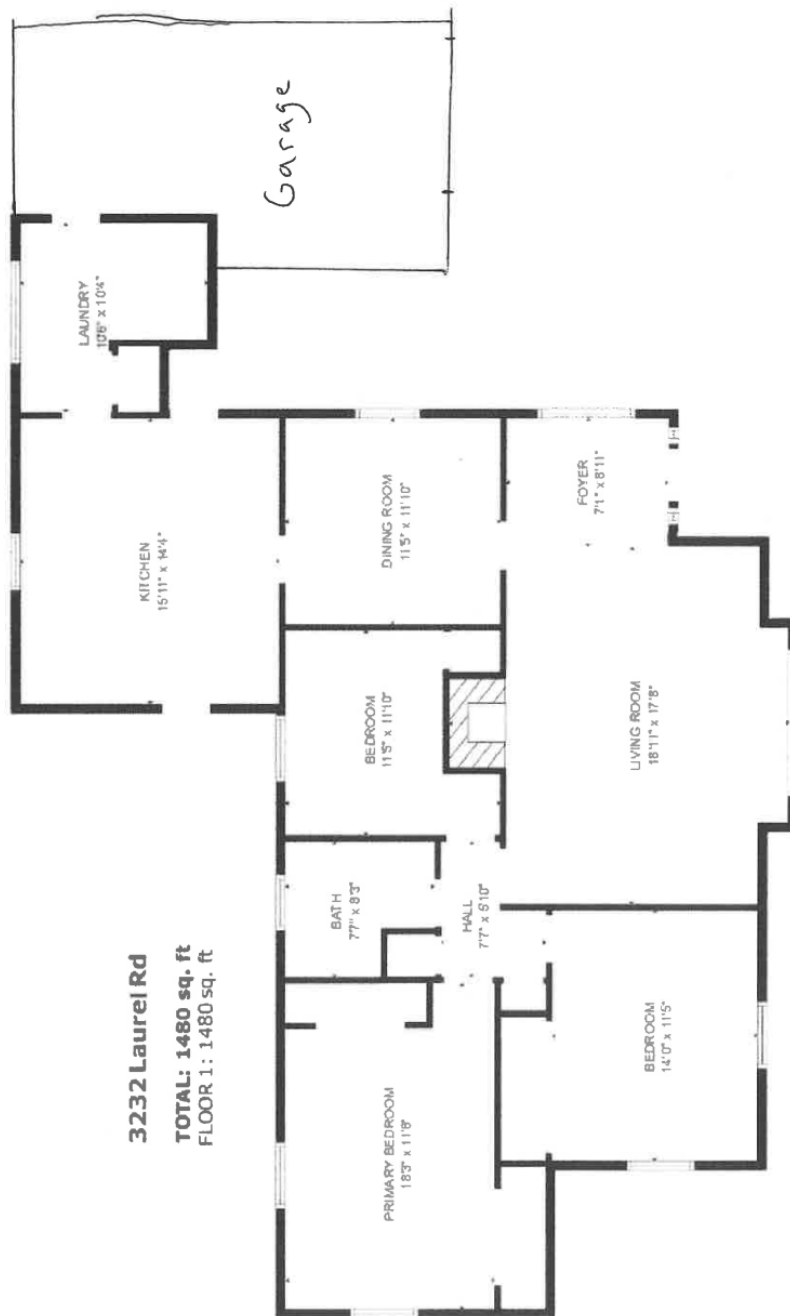
Copies of the associated documents are available for review online at mylongview.com under 'Agendas & Minutes' one week in advance of the Public Hearing. **This meeting is the rescheduled meeting for January 9th, 2024.**

Comments: If you would like to provide comments in writing on this proposal, please submit them **no later than 4:00 p.m. Monday, January 29th, 2024**, 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 mcallister.kosar@ci.longview.wa.us **RE: ABA 2023-8**

Public Hearing: You are invited to attend the Appeal Board of Adjustment public hearing scheduled for 4:30 P.M. Tuesday, January 29th, 2024, either in-person at Longview City Hall Council Chambers, 1525 Broadway Street, OR on the virtual meeting platform Zoom (online or phone-in).

Please contact the City Clerk's Office at 360-442-5041 with any accessibility requests.

Site plan for existing 3232 Laurel Rd Residence (to become Detached ADU):



Architect/Client: Zachary Dunick
(360) 846-7581

Shop to House Conversion 3232 Laurel Rd

City of Everett
DEC 20 2023
COMMUNITY DEVELOPMENT

Pg. 1

Shoreline 7' R. for 11' R. in

Shoreline 7' R. for 11' R. in

Kitchen

Great Room

Office/Storage Room

Bedroom 11' x 12'

Bathroom

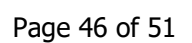
Garage Door 10' x 10'

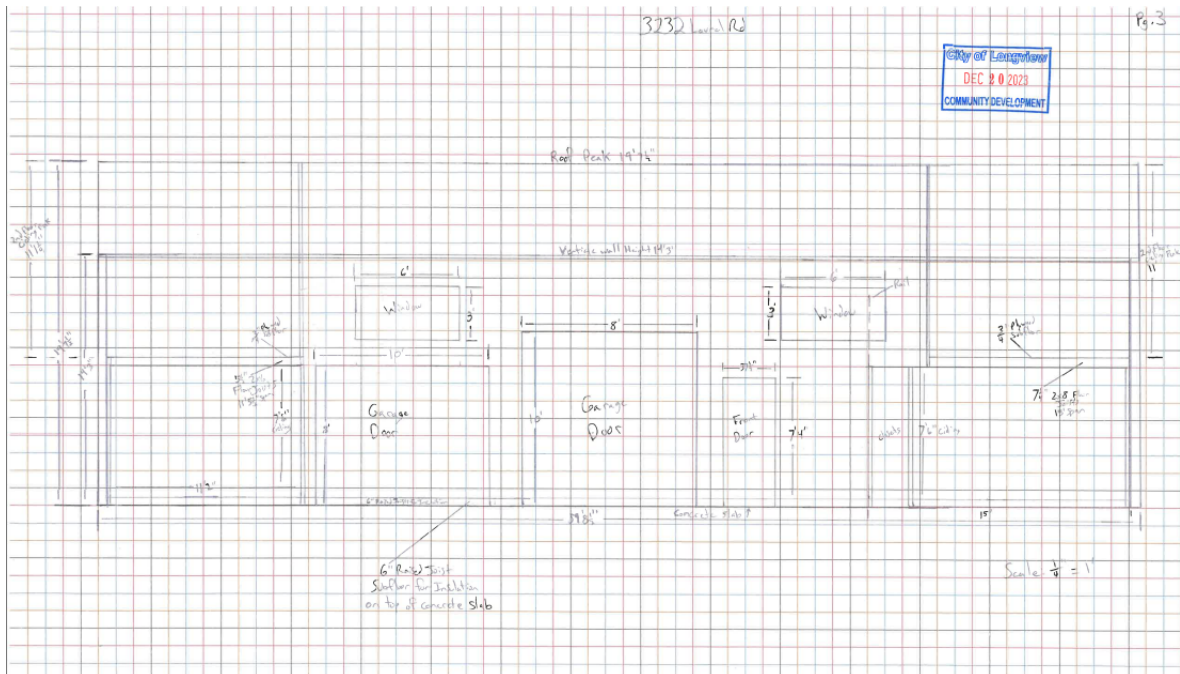
Garage Door 8' x 10'

Ground Floor

Discontinuation of 40' Laurel Rd.

TOTAL - 2580 sq ft





The Longview Municipal code defines and 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

12-14-23

Project Description

Site has an existing home and garage; garage to be converted to an ADU.

Requestor Name, Address, Telephone Number Zack Dumke, 360-846-7581, 3232 Laurel Rd, Longview, WA 98632

SECTION 2. TYPE OF FACILITY (Check One)

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

Project Location/City Limits

☒ Inside

☐ Outside

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

N/A

☐ NO

☐ YES

NEW Service Requested

N / A

☐ Water

☐ Sewer

Site Address and Parcel Number: 3232 LAUREL; PARCEL NO. 10485

Additional Information (Plot plan required to determine availability)

3232 Laurel Road's water service is provided by the Beacon Hill Water-Sewer District. BHWSO verified the address has a 3/4" meter; for ADU's inside the City, BHWSO follows Longview policy for serving ADUs. Our policy is a single meter suffices unless demand is higher than capacity.

Sewer was upgraded to 4" PVC IN 1994, which is adequate. Customer is responsible to verify grades and whether the addition connections can be served without a pump. If a pump is needed, it is the responsibility of the customer, and a backflow device is then required on the water meter.

SECTION 3. WATER SERVICE Size of Meter Required

Std Residential 3/4-Inch Meter

EX

Other Meter Size or Volume Required (Fill In)

N / A

SECTION 4. SEWER SERVICE

Number of Connections Needed:

EX

Size of Service (6-inch minimum standard):

EX 4"

Volume of Sewer Discharge
(Industrial Only):

N / A

SECTION 5. AVAILABILITY NOTIFICATION RECIPIENTS

☒ City of Longview ☐ Cowlitz County ☒ Property Owner ☐ Lender **Copy sent to BHWSO**

(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 _____

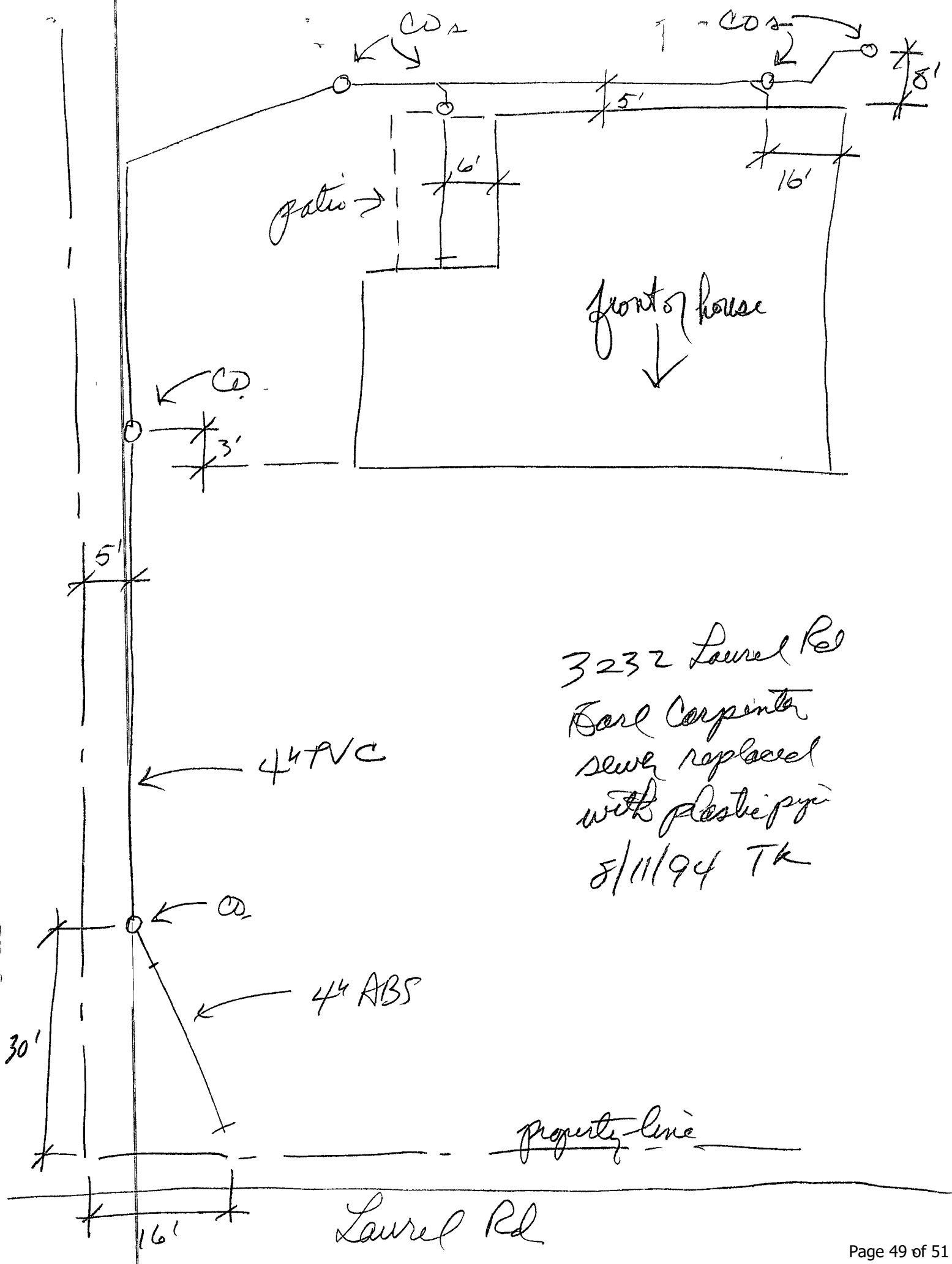
-----CITY USE ONLY-----

Staff Signature

Date

Letter Processed.

Date



3232 Laurel Rd
Barl Carpenter
sewer replaced
with plastic pipe
8/11/94 TK

Customer Ad Proof

Publication	Daily News		
Contact	CITY OF LONGVIEW - LEGAL	PO Number	
Address 1	PO BOX 128	Rate	Legals
Address 2		Order Price	436.00
City St Zip	LONGVIEW WA 98632	Amount Paid	0.00
Phone	3604425041	Amount Due	436.00
Fax	3604425951		
Section	Legals	Start/End Dates	01/18/2024 - 01/25/2024
SubSection		Insertions	2
Category	0599 Legals	Size	64
Ad Key	60739-1	Salesperson(s)	Legals Rep
Keywords	Legal Notice- 3232 Laurel ABA 2023-8.	Taken By	Joann Nunez
Notes			
Ad Proof			

**NOTICE OF SPECIAL MEETING
TO CONDUCT PUBLIC
HEARINGS**

Longview Appeal Board of Adjustment

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1/18. 1/25 60739