



City of Longview

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

Agenda

Appeal Board of Adjustment

Tuesday, February 13,
2024

4:30 PM

Longview Council Chambers

1. **HYBRID MEETING DETAILS**

24-00141 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**

24-00140 Minutes from January 29, 2024
Meeting on January 9th was rescheduled due to lack of quorum.

5. **AUDIENCE PARTICIPATION OF CORRESPONDENCE**

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

7. **PUBLIC HEARINGS**

24-00142 ABA 2024-1 636 California Way Special Property Use Permit
Recommended Action: Approval of ABA 2024-1 Special Property Use for 636 California
Way subject to the conditions of Staff for Certificate of Occupancy.

8. **OTHER BUSINESS**

9. **ADJOURNMENT**



City of Longview

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

Minutes

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)

There is no recording found for this meeting. Reason unknown.

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 (arrived at 4:37); Arthur Chang

Staff: McAllister Kosar, Planner; Chris Collins, Assistant Public Works Director; Dana Gigler, City Attorney; Kristina Swanson, City Manager; Nancy Vandehey, Admin Assistant

4. ELECTION OF OFFICERS

Clerk Nancy Vandehey called for nominations for the position of Chair. Mark Backstrom was nominated by Dan Petersen. Upon a vote duly held, Mark Backstrom received the required majority of votes and elected to serve as Chair.

Clerk Nancy Vandehey called for nominations for the position of CoChair. Roger Peters was nominated by Dan Petersen. Upon a vote duly held, Roger Peters received the required majority of votes and elected to serve as CoChair.

5. APPROVAL OF MINUTES

23-001867 MINUTES FROM DECEMBER 12, 2023

Roger Peters made a motion, seconded by Dan Petersen, to approve the minutes as presented. This passed unanimously.

6. AUDIENCE PARTICIPATION OF CORRESPONDENCE

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

Mac Kosar read the declaration and there were no objections.

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.**

Mac Kosar highlighted his staff report, reading his staff findings and recommendations into record. Noting a scrivener's error under staff findings #2 - should read R4 not R1 and under #3 should read LMC 19.12.050 not 19.22.020. Chairman Backstrom opened the Public Hearing.

Major Phil spoke in favor of the application.

Jared, architect on this project, spoke in favor of this application.

The public hearing was closed. Board and applicant discussion included the location of a 2nd set of washer & dryer.

Roger Peters, seconded by Arthur Chang, made a motion to approve the special property use permit application for the Salvation Army Hygiene Center. Steve Dahl voted against. The others in favor. The motion passed.

**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.**

Mac Kosar highlighted his staff report, reading his staff findings and recommendations into record.

Discussion included that the house being built will become the primary home and the existing house will become the ADU - atypical to the normal applications.

Chairman Backstrom opened the public hearing and closed the public hearing with no one speaking in favor or against.

Discussion included the square footage of the existing house and Mac Kosar confirmed that the homeowner needs to live in one of the two houses on the property.

Steve Dahl, seconded by Arthur Chang, made a motion to approve a staff recommendation 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**

We anticipate regular meetings in February and March. Arthur Chang may be unavailable for the March meeting. The meeting was adjourned at 5:00 pm.



STAFF REPORT
to the
LONGVIEW APPEAL BOARD OF ADJUSTMENT

PRESENTED BY: McAllister Kosar, Planner

HEARING DATE: February 13th, 2024

APPLICATION NO.: ABA 2024-1

APPLICANT: Jeffrey Lam, Yakima NW Property LLC

PROPERTY OWNER: Jeffrey Lam, Yakima NW Property LLC

REQUEST: Special Property Use Permit in accordance with LMC §19.12.050 to formally operate the previously existing motel which is currently transitioned to apartment style building as a multifamily apartment building (12 units) under recommended code requirements.

LOCATION: 636 California Way, Parcel 08431

ASSOCIATED CASES: PC 2023-10, E 2023-15

ZONING DISTRICT: Mixed-Use Commercial/Industrial (MUCI)

BACKGROUND AND PROPOSAL

636 California Way has been established originally as part of Oaks Motel & Trailer Court encompassing 313 Trailers and then motel. Auto courts, auto camps and trailer parks were permitted in the Mixed-Use Commercial/Industrial zone (MUCI) (formerly M-1) according to the 1946 City of Longview Zoning Ordinance, as well as the 1957 revised Longview Zoning code which added that motels were permitted in area for which 636 California way is located. The motel was built in 1965, with plans available at request of Staff or with the Community Development Department. Walmart eventually took the place of the majority of the Oaks Trailer Court. At some point a previous property owner renovated the motel rooms to be apartment style

rooms without permits or an official change of occupancy with the City of Longview. The applicant has worked with Longview Planning Commission and City Council to revise the existing Zoning code in LMC 19.58 Industrial Use table to include multifamily dwellings. The applicant would be seeking to bring their existing complex into conformance with City Municipal Code, as well as International Building, Fire, and any other state and federal codes. The MUCI is the lightest level of industrial districts. In Exhibit A you can find the application, and in exhibit B an aerial image of the site.

Neighboring land-uses include:

North – Burlington Northern & Santa Fe rail line, retail

South – California Way, Trailer Court, Industrial Warehouse

West – California Way, light industrial uses/properties

East- Walmart, Trailer Court, Industrial Warehouse

The Comprehensive Plan classification for the site is Mixed-Use Commercial/Industrial.

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 29th, 2024. [Exhibit C & D].

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 Per Exhibit D. 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 19.58.020-1 & 19.12.050(2) 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.

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.*

With the necessary infrastructure like sidewalks, public transportation, and grocery stores nearby, coupled with the historic background that this is the remains of the Oak trailer park, the use has been determined by staff to 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.*

As there are sidewalks as well as crosswalks and the structure has been

established for a long period of time, a hazard will not be created for pedestrian or vehicular traffic.

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

In the attached aerial image [Exhibit B], a travel lane for fire is established and has continued to be enforced. Recent comments from the fire department on trailer numbering and fire lane access have been addressed as requested.

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

Parking is available adjacent to rooms with at least 12 spaces provided meeting the minimum requirements for parking in LMC 19.78.

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.

The previous non-conforming establishment of the structure and property of 636 California Way has brought several code enforcement actions and multiple complaints and/or concerns from citizens. The current property owner has sought to bring the property into conformance with the municipal zoning code as well as adopted building, fire, and utilities codes. With the necessary infrastructure like sidewalks, public transportation, and grocery stores nearby, coupled with the historic background that this is the remains of the Oak trailer park, the use has been determined by staff to not be injurious to the neighborhood or otherwise detrimental to the public health, safety, morals, and general welfare.

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 for 636 California Way.

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 MUCI 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 §19.12.
4. Staff have compiled a checklist to be accomplished for Certificate of Occupancy and to bring the property into conformance.

RECOMMENDATION

Staff recommends that the Appeal Board of Adjustment grant a Special Property Use Permit for 636 California Way subject to the conditions of Staff for Certificate of Occupancy.

EXHIBITS

- A. Special Property Use Permit application and applicant's description
- B. Aerial Image
- C. Notice of Public Hearing (property owner notification)
- D. Legal Notice
- E. Staff Conditions for Certificate of Occupancy

Staff Report Date: Tuesday, February 06, 2024



Special Property Use Permit Application to the Appeal Board of Adjustment

Community Development Department • 1525 Broadway, P.O. Box 128 • Longview, WA98632 • 360.442.5086/Fax 360.442.5953

Special Property Use Permit Application To the Appeal Board of Adjustment

LMC 19.12

Case Number: ABA 2024-1 (LW2024-0002)

Related Case Number: PL2023-10, E2023-15

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: Jeffrey Lam (Yakima NW Property LLC) Phone: 503-348-7263
(Print All Information)

Mailing Address: 12730 SE Ott St Fax: _____
(Street or PO Box)

City: Clackamas State: OR Zip: 97015

Property Owner: _____ Phone: _____

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

City: _____ State: _____ Zip: _____

Applicant: Same as Property owner Phone: _____
(Print All Information)

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

City: _____ State: _____ Zip: _____

Relationship to Property Owner: Same person

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: _____

Apply permit for apartment usage of the property in 636 California Way. The property has been serving as apartment for decade(s). _____

Address of Property: *636 California Way* _____ Parcel No. *08431* _____

Comprehensive Plan Designation: *Mixed Use Com-Ind* Zoning District: *Mixed Use Commercial/Industrial*

Current Use of Property: *Apartment Rental* _____

Gross land area of the site to be developed: *N/A* _____ Square Feet _____ Acres

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

Describe any existing structures on the site: *12 units apartments and 14 RV parking space* _____

Number and surface type of all existing driveways at the site: *Asphalt* _____

Number, type and dimensions of existing signage at the site: *poster board sign at front entrance, stop sign for exit driveway* _____

Describe signage proposed for the land use requested: _____

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

North: *Mixed Use Commercial/Industrial* Current Land Uses: *Walmart/storage*

South: *Mixed Use Commercial/Industrial* Current Land Uses: *warehouse, cal way*

East: *Mixed Use Commercial/Industrial* Current Land Uses: *walmart/warehouse*

West: *Mixed Use Commercial/Industrial* Current Land Uses: *Cal way, 643 cal way*

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: *Apartment Rental. Tenants live there 24x7.* _____

Describe how parking will be accommodated for the proposed use: *No change to current tenant parking rules.*

Describe how the proposed use will impact traffic circulation: *No change to current traffic circulation.* _____

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:  Date: 1/9/2024

Signature of Property Owner: _____ Date: _____

Signature of Applicant:  Date: 1/9/2024

(If different than property owner)

646

08396

636

Unit 199

636

636

Unit 198

Unit 191

636

636

Unit 197

Unit 189

636

Unit 187

636

Unit 193

636

Unit 185

636

699
California



January 29, 2024

NOTICE OF PUBLIC HEARING

Longview Appeal Board of Adjustment

4:30 P.M. Tuesday, February 13th, 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 2024-1

Applicant: Jeffrey Lam, Yakima NW Property LLC

Location: 636 California Way, Parcel 08431

Request: Special Property Use permit to formally operate the previously existing motel which is currently transitioned to apartment style building as a multifamily apartment building (12 units) under recommended code requirements.

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.

Comments: If you would like to provide comments in writing on this proposal, please submit them **no later than 4:00 p.m. Tuesday, February 13th, 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 2024-1**

Public Hearing: You are invited to attend the Appeal Board of Adjustment public hearing scheduled for 4:30 P.M. Tuesday, February 13th, 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.

Structure:



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	390.50
City St Zip	LONGVIEW WA 98632	Amount Paid	0.00
Phone	3604425041	Amount Due	390.50
Fax	3604425951		
Section	Legals	Start/End Dates	02/01/2024 - 02/08/2024
SubSection		Insertions	2
Category	0599 Legals	Size	57
Ad Key	60871-1	Salesperson(s)	Legals Rep
Keywords	Legal Notice- 636 California Way SPU	Taken By	Joann Nunez
Notes			

Ad Proof

NOTICE OF PUBLIC HEARING
Longview Appeal Board of Adjustment
4:30 P.M. Tuesday, February 13th, 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 2024-1
Applicant: Jeffrey Lam, Yakima NW Property LLC
Location: 636 California Way, Parcel 08431
Request: **Special Property Use permit to formally operate the previously existing motel which is currently transitioned to apartment style building as a multi-family apartment building (12 units) under recommended code requirements.**
Copies of the associated documents are available for review online at mylongview.com under 'Agendas & Minutes' one week in advance of the Public Hearing.
Comments: If you would like to provide comments in writing on this proposal, please submit them **no later than 4:00 p.m. Tuesday, February 12th, 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 2024-1
Public Hearing: You are invited to attend the Appeal Board of Adjustment public hearing scheduled for 4:30 P.M. Tuesday, February 13th, 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.
2/1. 2/8 60871

City of Longview City Staff recommended conditions for certificate of occupancy (CO) for multifamily SPU at 636 California Way

Public Works

- While the DCVA is adequate backflow protection for an apartment complex, it is not a high enough level of protection for an RV Park. In order to conform with our current standards, the premises isolation DCVA will need to be replaced by an RPBA (Reduced Pressure Backflow Assembly) and there should be an individual connection point for each RV unit. These connections should be elevated at least 12" above grade and fitted with a vacuum breaker.

Fire Department/Building

An August 3rd, 2023, Code Enforcement Inspection with Community Development Department staff identified- Regarding requirements for being used as apartments, the following items need to be verified:

- Smoke / carbon monoxide alarms are required to be installed as outlined in IFC Section 907.2.10.2
- If the renovations to convert this building occurred prior to the adoption of the 2003 IFC (July 2004), this building would not have required to be equipped with an automatic fire sprinkler system as per today's code. Fire alarm systems under either code would not be required.
- Hoods are required in the kitchens, and as these units were apparently remodeling without opening up the walls and / or ceilings, recirculating hoods would be allowed.
- Each bedroom must have an operable egress window, which the units we visited did have.

Conditions found that need to be corrected include:

- All furniture / items stored or used on the 2nd floor exit balcony must be removed. This exit path must remain clear at all times. In particular, a propane-fueled cooking appliance and chairs need to be removed.
- At the bottom of the exit stairs from the 2nd floor exit balcony (at both ends of the building), there were items stored that impeded egress to the parking lot. These items must also be removed.
- A number of open electrical junction boxes were visible around the exterior of the building on both floors. Cap these open boxes as required.
- Discussion with the property manager outlined a plan to renumber the building units appropriately. First floor units should be numbered 101, 102, 103....; second floor units should be numbered 201, 202, 203.....
- Similarly, the RV spaces need to be numbered in a manner that allows emergency services to easily locate a numbered space that calls for assistance. We can discuss this with the property manager further to clarify the method and number locations.