



Agenda

Appeal Board of Adjustment

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Tuesday, April 8, 2025

4:30 PM

Longview Council Chambers

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1. **HYBRID MEETING DETAILS**

25-00328 Please click the link to join the webinar: <https://us02web.zoom.us/j/81922908550>  
Webinar ID: 819 2290 8550  
Or Telephone: (253) 205 0468; or (253) 215 8782; or (346) 248 7799

2. **CALL TO ORDER**

3. **ROLL CALL**

4. **APPROVAL OF MINUTES**

25-00329 MINUTES FROM FEBRUARY 11, 2025.  
THE MARCH MEETING WAS CANCELLED.

5. **AUDIENCE PARTICIPATION OF CORRESPONDENCE**

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

7. **PUBLIC HEARINGS**

- 25-00333 THE ABA2025-4 (ADU) AT 2420 30<sup>TH</sup> AVE HEARING HAS BEEN CANCELLED AND IS TENTATIVELY PENDING RESCHEDULING, SUBJECT TO THE APPLICANT FULFILLING CONDITIONS IDENTIFIED DURING THE REVIEW PROCESS.
- 25-00334 ABA 2025-5 SPECIAL PROPERTY USE PERMIT (SPU) IN ACCORDANCE WITH LMC 19.12.050 & LMC 19.22.025 FOR CONSTRUCTION OF A 332 SQUARE FEET ACCESSORY DWELLING UNIT (ADU) AT 3316 OLIVE WAY  
**RECOMMENDED ACTION:**  
MOTION TO GRANT APPROVAL FOR SPECIAL PROPERTY USE APPLICATION ABA2025-5 BY COURTNEY WATERS BASED ON THE FINDINGS AND CONCLUSIONS AND SUBJECT TO THE CONDITIONS IN THE STAFF REPORT DATED APRIL 2ND , 2025.
- 25-00335 ABA 2025-6 REQUESTING A VARIANCE FROM THE MINIMUM 10-FOOT SIDE SETBACK REQUIREMENT IN THE HEAVY INDUSTRIAL ZONING DISTRICT, AS ESTABLISHED BY LONGVIEW MUNICIPAL CODE (LMC) SECTIONS 19.12.140 AND 16.48.020. THE REQUEST IS FOR A REDUCED 3-FOOT SIDE SETBACK FOR THE PROPOSED 8,213-SQUARE-FOOT ADDITION TO BUILDING A.  
**RECOMMENDED ACTION:**  
MOTION TO GRANT APPROVAL FOR VARIANCE REQUEST ABA2025-6 BY JARED BRADSHAW FOR A REDUCED SIDE SETBACK FOR THREE FEET, BASED ON THE FINDINGS AND CONCLUSIONS AND SUBJECT TO THE CONDITIONS IN THE STAFF REPORT DATED APRIL 2ND , 2025.

8. OTHER BUSINESS

9. ADJOURNMENT



## Minutes

## Agenda

## Appeal Board of Adjustment

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Tuesday, February 11,  
2025

4:30 PM

Longview Council Chambers

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1. **HYBRID MEETING DETAILS**

25-0060 Please click the link to join the webinar: <https://us02web.zoom.us/j/81922908550>  
Webinar ID: 819 2290 8550  
Or Telephone: (253) 205 0468; or (253) 215 8782; or (346) 248 7799

2. **CALL TO ORDER**

*The start of the meeting was delayed until the arrival of a fourth Board member.  
The meeting was called to order at 4:50 pm.*

3. **ROLL CALL**

*In attendance: Roger Peters, Vice Chair; Dan Petersen; Steven Dahl; Arthur Chang  
Staff: Nick Little, Community Development Director; Irene Rutikanga, Planner; Sam Barham, City Engineer; Samantha Van Laer, Deputy City Clerk*

4. **APPROVAL OF MINUTES**

25-0061 **MINUTES FROM JANUARY 14, 2025**

*Arthur Chang made a motion to approve the January 14, 2025, meeting minutes as presented. Steven Dahl seconded the motion. The motion passed unanimously by all members present.*

5. **AUDIENCE PARTICIPATION OF CORRESPONDENCE**

*None.*

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

*Irene Rutikanga read the declaration and there were no objections.*

7. **PUBLIC HEARINGS**

*While Irene Rutikanga prepared to present, Nick Little provided an update on the legislative changes that he plans to bring to the Council in March. The Board inquired about the requirements for a quorum of the Appeal Board.*

25-0066 **ABA 2025-1 SPECIAL PROPERTY USE PERMIT (SPU) IN ACCORDANCE WITH LMC 19.12.050 & LMC 19.20.020 FOR BIG LEAF MONTESSORI TO UTILIZE A PORTION OF TRINITY LUTHERAN CHURCH BUILDING IN THE R-1 RESIDENTIAL DISTRICT AS A NEW SITE FOR THEIR ELEMENTARY SCHOOL CAMPUS.**

**RECOMMENDED ACTION:**

**MOTION TO GRANT APPROVAL FOR SPECIAL PROPERTY USE ABA2025-1 BY BIG**

**LEAF MONTESSORI BASED ON THE FINDINGS AND CONCLUSIONS AND SUBJECT TO THE CONDITIONS IN THE STAFF REPORT DATED FEBRUARY 5<sup>TH</sup> 2025.**

*Irene Rutikanga shared a presentation. Rutikanga discussed the project background and staff analysis of approval criteria for the special property use permit.*

*There was a discussion about road signage and fire safety requirements for the school.*

*The public hearing opened at 5:08 pm.*

*Alicia Jackson, Head of School, spoke in favor.*

*The public hearing closed at 5:10 pm.*

*Steven Dahl made a motion to grant approval for Special Property Use ABA2025-1 by Big Leaf Montessori based on the findings and conclusions and subject to the conditions in the staff report dated February 5th, 2025. The motion was seconded by Dan Petersen. The motion passed unanimously by all members present.*

**25-0067     ABA 2025-2 SPECIAL PROPERTY USE PERMIT (SPU) IN ACCORDANCE WITH LMC 19.12.050 & LMC 19.22.025 FOR CONSTRUCTION OF A 1,160 SQUARE FEET ACCESSORY DWELLING UNIT (ADU) AT 3339 PENNSYLVANIA St**

**RECOMMENDED ACTION:**

**MOTION TO GRANT APPROVAL FOR SPECIAL PROPERTY USE ABA2025-2 BY JAMES AND DANA REDMILL BASED ON THE FINDINGS AND CONCLUSIONS AND SUBJECT TO THE CONDITIONS IN THE STAFF REPORT DATED FEBRUARY 5<sup>TH</sup> 2025.**

*Dan Peteren announced that he is familiar with the applicant and has hired them for several jobs, but stated he will not be recusing himself as the relationship would not affect his feelings about their application.*

*Irene Rutikanga shared a presentation. Rutikanga discussed the project background, citizen communication he had prior to the meeting, and staff analysis of approval criteria for the special property use permit. There was a discussion about the citizen comment that Rutikanga received from a neighbor regarding a privacy concern, location of the ADU, required setbacks, and driveway access.*

*The Board asked the applicant for additional information on the structure placement, window placement, door placement, fencing, parking location, and neighboring properties. The applicant provided additional site plans.*

*The public hearing opened at 5:30 pm.*

*James Redmill, spoke in favor.*

*The public hearing closed at 5:33 pm.*

*Arthur Chang made a motion to grant approval for Special Property Use ABA2025-2 by James and Dana Redmill based on the findings and conclusions and subject to the conditions in the staff report dated February 5th, 2025. Steven Dahl seconded the motion. The motion passed unanimously by all members present.*

**25-0068     ABA 2025-3 VARIANCE REQUEST IN ACCORDANCE WITH LMC 19.12.140 & LMC 16.48.020 FROM THE MAXIMUM ALLOWED FENCE HEIGHT OF 3 FEET AND PROPOSING A 6 FEET FENCES AT THE NW CORNER OF 1569 ALABAMA ST.**

**RECOMMENDED ACTION:**

**MOTION TO GRANT APPROVAL FOR VARIANCE REQUEST ABA2025-3 BY JUSTIN URBAN-PRIME CONSTRUCTION BASED ON THE FINDINGS AND CONCLUSIONS AND SUBJECT TO THE CONDITIONS IN THE STAFF REPORT DATED FEBRUARY 5<sup>TH</sup> 2025.**

*Irene Rutikanga shared a presentation. Rutikanga discussed the project background and staff analysis of approval criteria for the variance request.*

*Sam Barham discussed that the property is technically a corner lot and the fencing requirements for a corner lot had not been previously analyzed for this request. Barham shared the conditions under which the Board may wave or reduce fence requirements and applicable Longview Municipal Code.*

*The Board discussed the fencing currently in place at this property and whether the request meets the LMC requirements for fencing of a corner lot. The Board asked the applicant questions regarding the*

*current fence and proposed fence heights and placement.*

*The public hearing opened at 5:45 pm.*

*Justin Urban, spoke in favor.*

*The public hearing closed at 5:48 pm.*

*Rutikanaga finished the staff report. The Board discussed additional questions regarding the fence height and placement.*

*Arthur Chang made a motion to grant approval for variance request ABA2025-3 by Justin Urban-Prime Construction based on the findings and conclusions and subject to the conditions in the staff report dated February 5th, 2025, and with the requirement that an eleven-foot setback from the curb be required at the intersection of Alabama and the alley entrance. Steven Dahl seconded the motion. The Board discussed the measurements of the fencing and determined the motion needed to be amended.*

*Arthur Chang amended the motion to grant approval for variance request ABA2025-3 by Justin Urban-Prime Construction based on the findings and conclusions and subject to the conditions in the staff report dated February 5th, 2025, and with the requirement that an eleven-foot setback for the fence from the curb be required along the entire frontage of Alabama Street. Steven Dahl seconded the amended motion. The amended motion passed unanimously by all members present.*

## **8. OTHER BUSINESS**

### **25-0062 SET PUBLIC HEARINGS ON MARCH 11, 2025, IF NEEDED.**

#### **RECOMMENDED ACTION:**

#### **MOTION TO SET PUBLIC HEARINGS ON MARCH 11, 2025.**

*Nick Little reported that no further applications have been received at this time.*

*Arthur Chang reported that he would be resigning from the Board after this meeting as he is relocating.*

*The Board discussed the documentation that they would like to see from ADU applicants.*

## **9. ADJOURNMENT**

*The meeting was adjourned at 6:00 pm.*



**STAFF REPORT**  
**to the**  
**LONGVIEW APPEAL BOARD OF ADJUSTMENT**

**PRESENTED BY:** Irene Rutikanga, Planner

**STAFF REPORT DATE:** April 2<sup>nd</sup> , 2025

**HEARING DATE:** April 8<sup>th</sup> , 2025

**APPLICATION NO.:** ABA 2025-5

**APPLICANT:** Courtney Waters

**PROPERTY OWNER:** Courtney Waters

**REQUEST:** Special Property Use permit (SPU) in accordance with LMC 19.12.050 & LMC 19.22.025 for construction of a 332 square feet Accessory Dwelling Unit (ADU) at 3316 Olive Way.

**LOCATION:** 3316 Olive Way Ave. Parcel number involved: 02441.

**ASSOCIATED CASES:** N/A

**ZONING DISTRICT:** R-1 Low Density Residential

## **BACKGROUND AND PROPOSAL**

The applicant at 3316 Olive Way is proposing to establish a detached accessory dwelling unit (ADU) on the property [Exhibit A – Application; Exhibit B – Site Aerial Image]. The proposed accessory dwelling unit (ADU) will be a tiny home on wheels, placed on a concrete foundation. The structure will have a total living area of approximately 332 square feet, consisting of 239 square feet on the main floor and an additional 93 square feet of sleeping loft space. Accessory dwelling units (ADUs) are permitted in all residential zones; however, detached ADUs are allowed as a Special Property Use. The ADU may either share utilities with the primary residence or have separate utility connections.

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. This statement must be recorded with the Cowlitz County Auditor and will show on future title reports and/or property research.

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. [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 issuance of a Special Property Use Permit by the Appeal Board of Adjustment:

*“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.”*

Furthermore, the criteria for review of a special use can be found in LMC 19.12.050(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 Chapter 19.22.025 provides the development standards and requirements governing the Accessory Dwelling units, both attached and detached. These standards include ensuring adequate sewer, water, parking, and fire department access are provided. Further standards regarding maximum/minimum square footage, occupancy, owner occupancy, and certification of owner occupancy are provided. Detached units may also require landscaping and designed and/or located to protect the privacy of adjacent properties. Building permits are required for any activity that would normally require a permit, and would be reviewed subsequent to Special Use approval.

## **STAFF DISCUSSION**

The City’s Community Development and Public Works Departments have reviewed the proposed special property use permit for a detached ADU at 3316 Olive Way. The property is zoned Low Density Residential District (R-1) and ADUs are allowed within the R-1 district. The proposed ADU complies with the size requirements from LMC 19.22, and parking is available off street on Olive Way. Utilities are adequate for the proposal. Fire will require addressing at the street indicating an ADU is behind the home.

## STAFF ANALYSIS

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

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

Based on the size and location of the proposed detached accessory dwelling unit (ADU), the project will not be detrimental to the character or use of adjoining buildings or properties in the vicinity. The subject property is located within a residential zone and is currently developed with a single-family home. The ADU is proposed at the rear of the lot and will comply with all applicable Low-Density Residential (R-1) development standards, including setbacks and building height. Its placement and scale will maintain appropriate separation from neighboring structures, ensuring compatibility with the surrounding residential character and preserving the overall development pattern of the neighborhood. The ADU will be located near the rear of the property and is not directly adjacent to structures on adjacent properties. A six-foot cedar fence has been constructed along the Western property line, further aiding privacy for the nearest adjacent lot.

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

Olive Way is a fully developed City street with curbs, gutters, sidewalks and streetlights. The detached Accessory Dwelling Unit will not generate significant pedestrian or vehicular traffic to cause a hazard in the neighborhood. Additionally, the city engineer reviewed the proposal and expressed no concerns regarding traffic generated by the proposed ADU.

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

Adequate ingress and egress will be available for fire and other vehicular emergency equipment serving the proposed detached accessory dwelling unit (ADU) at 3316 Olive Way. The property is accessible from Olive Way, a public right-of-way that provides direct access to both the primary residence and the proposed ADU. The proposed ADU will maintain clear access paths and adequate setbacks, ensuring that emergency response vehicles can reach it as needed. No changes are proposed to the driveway or access points that would hinder emergency vehicle circulation. Additionally, as part of the review process the city fire marshal reviewed the proposal and expressed no concerns regarding the fire apparatus access.

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

Per LMC 19.22.025, one parking space is required for the accessory dwelling unit (ADU) if on-street parking is not available. In this case, on-street parking is available adjacent to the primary residence entrance on Olive Way.

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, posted at the site, or legal ads published in the newspaper.

## **STAFF FINDINGS**

1. Based on the size and location of the proposed ADU in a neighborhood with single family homes and adequate fire ingress and egress, the proposed ADU will not be injurious to the neighborhood or otherwise detrimental to the public health, safety, morals, and general welfare.
2. The Low-Density Residential 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 ADU criteria found in LMC §19.22.025 and the standards for low density residential zones under LMC 19.20.
4. The proposed ADU is not anticipated to generated vehicular or pedestrian traffic that would cause a hazard to the neighborhood.
5. There is adequate on-street parking and utilities to serve the proposed ADU.
6. The ADU is placed in a location that is not immediately adjacent to structures on adjacent properties, and is screened on the west side by an existing cedar fence.

## **CONDITIONS OF APPROVAL**

1. Axles on the tiny home will have to be removed and the home placed on a foundation.
2. The space from the bottom of the house to the ground shall be enclosed by concrete or an approved concrete product.

3. Provide L&I approval label from factory assembled structures (FAS) program.
4. Permanent utilities to connect to existing home utilities.
5. Address numbering shall be required to be placed at the street for the ADU meeting City requirements for location, and size.

## **RECOMMENDATION**

Motion to grant approval for Special Property Use application ABA2025-5 by Courtney Waters based on the findings and conclusions and subject to the conditions in the staff report dated April 2<sup>nd</sup>, 2025.

## **EXHIBITS**

- A. Special Property Use Permit application
- B. Aerial Image
- C. Notice to Neighbors
- D. Site Plan
- E. Legal Notice of Public Hearing
- F. ADU Full Layout

Staff Report Date: Wednesday, April 02, 2025



## 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: \_\_\_\_\_

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: Justin Krebs, Courtney Krebs (current owners) \_\_\_\_\_ Phone: \_\_\_\_\_  
(Print All Information)

Mailing Address: 3316 Olive Way \_\_\_\_\_ Fax: \_\_\_\_\_  
(Street or PO Box)

City: Longview \_\_\_\_\_ State: WA \_\_\_\_\_ Zip: 98632 \_\_\_\_\_

Property Owner: Courtney Waters, Christina Ramirez (prospective) \_\_\_\_\_ Phone: 503-309-7597 \_\_\_\_\_

Mailing Address: 24310 S Highway 99E # 38 \_\_\_\_\_ Fax: \_\_\_\_\_  
(Street or PO Box)

City: Canby \_\_\_\_\_ State: Oregon \_\_\_\_\_ Zip: 97013 \_\_\_\_\_

Applicant: Courtney Waters \_\_\_\_\_ Phone: 503-309-7597 \_\_\_\_\_  
(Print All Information)

Mailing Address: 24310 S Highway 99E #38 \_\_\_\_\_ Email: Courtney.d.waters@gmail.com  
(Street or PO Box)

City: Canby \_\_\_\_\_ State: Oregon \_\_\_\_\_ Zip: 97013 \_\_\_\_\_

Relationship to Property Owner: Prospective property owner- closing date 4/10/25

# **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 add an existing ADU onto the property as a permanent fixture. The ADU was factory built in 2023, has been kept to high standards regarding maintenance & appearance, and will continue to be. The purpose of the unit is to serve as a permanent, additional family dwelling unit and will not be rented/leased/ sublet to any other individual. \_\_\_\_\_

Address of Property: 3316 Olive Way, Longview, WA 98632 \_\_\_\_\_ Parcel No. 02441 \_\_\_\_\_

Comprehensive Plan Designation: Low density residential \_\_\_\_\_ Zoning District: R-1 \_\_\_\_\_

Current Use of Property: Single- family residential \_\_\_\_\_

Gross land area of the site to be developed: 270 sq ft \_\_\_\_\_ Square Feet \_\_\_\_\_ Acres

Net land area (gross land area minus land dedicated for public purposes): 9,509 sq ft (excluding house, garage & ADU) \_

Describe any existing structures on the site: 1126 sq ft house, 418 sq ft garage \_\_\_\_\_

Number and surface type of all existing driveways at the site: 1 cement driveway \_\_\_\_\_

Number, type and dimensions of existing signage at the site: n/a \_\_\_\_\_

Describe signage proposed for the land use requested: n/a \_\_\_\_\_

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

North: R-1 \_\_\_\_\_ Current Land Uses: single- family residential \_\_\_\_\_

South: R-1 \_\_\_\_\_ Current Land Uses: single- family residential \_\_\_\_\_

East: R-1 \_\_\_\_\_ Current Land Uses: single- family residential \_\_\_\_\_

West: R-1 \_\_\_\_\_ Current Land Uses: single- family residential \_\_\_\_\_

Describe any Critical Areas identified on or located within 300 feet of the site: n/a \_\_\_\_\_

Describe any private wells, septic tanks, drain fields, etc. located on the site: n/a \_\_\_\_\_

Rev. 1/11

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

Proposed hours of operation: We only need to place a 270 sq ft cement pad on the property to place the ADU

Describe how parking will be accommodated for the proposed use: The existing driveway has enough space for our vehicles to park. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Describe how the proposed use will impact traffic circulation: n/a \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

Will the proposed land use:

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

***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: | <div>Signed by:<br/>324D52347E744BB...<br/><i>Courtney Winters</i></div>                                    | Date: 03/12/2025 _____ |
| Signature of Property Owner: | <div>Signed by:<br/>07749398149E4B7...<br/><i>Christina Ramirez</i></div>                                   | Date: 03/12/2025 _____ |
| Signature of Applicant:      | <div>Signed by:<br/>324D52347E744BB... (If different than property owner)<br/><i>Courtney Winters</i></div> | Date: 03/12/2025 _____ |



3335

3331

3325

3308

3302

3336

3330

3317

3311

3399

4

Ocean Beach Hwy

3324

3316

3310

3303

3300

3301

3299

3297

3335

3329

3325

3317

3309

3303

3297

3293

Olive Way

Olive Way



March 25, 2025

**NOTICE OF PUBLIC HEARING**

**Longview Appeal Board of Adjustment**

**4:30 P.M. Tuesday, April 8<sup>th</sup>, 2025, 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 2025-5

**Applicant:** Courtney Waters

**Location:** 3316 Olive Way, City of Longview, WA 98632

**Request:** Special Property Use permit (SPU) in accordance with LMC 19.12.050 & LMC 19.22.025 for a 332 square feet Accessory Dwelling Unit (ADU) at 3316 Olive Way.

**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: Irene Rutikanga, Planner 360-442-5083

Copies of the associated documents are available for review online at [mylongview.com](http://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, April 8<sup>th</sup>, 2025**, to the City of Longview Community Development Department, PO Box 128, Longview, WA 98632, **ATTN: Irene Rutikanga, Planner**. For electronic comments, provide your comments along with full name, address, and contact information to [irener@ci.longview.wa.us](mailto:irener@ci.longview.wa.us) **RE: ABA 2025-5**

**Public Hearing:** You are invited to attend the Appeal Board of Adjustment public hearing scheduled for 4:30 P.M. Tuesday, April 8<sup>th</sup>, 2025, 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.

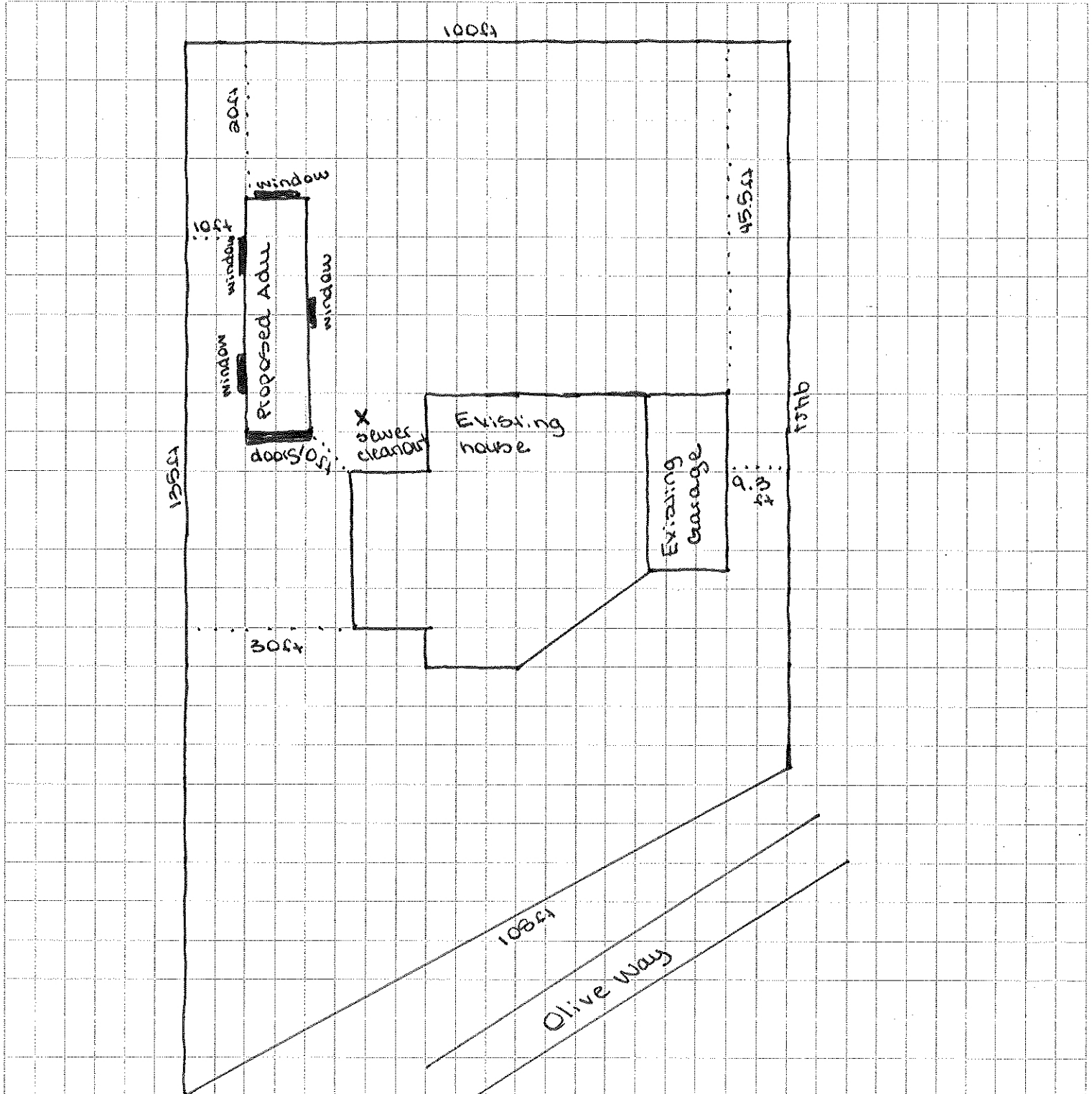
Location: 3316 Olive Way



Notice filed by:  
Irene Rutikanga, Planner  
Community Development Department, City of Longview

## RESIDENTIAL PLOT PLAN

Owner/Applicant: Courtney Waters Daytime Phone Number: 503.309.7597  
Project Address: 3316 Olive Way, Longview, WA  
Legal Descr: Lot # \_\_\_\_\_ Block # \_\_\_\_\_ Plat \_\_\_\_\_ Parcel # 02441  
Project Description (eg., Construct new house, addition to house, new garage, shed, fence, etc.):  
Place ADU on cement pad 30ft x 9ft



**AFFIDAVIT OF PUBLICATION**

Longview Daily News  
770 11th Ave  
(360) 577-2525

State of Pennsylvania, County of Lancaster, ss:

Hannah Ward, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC, duly authorized agent of Longview Daily News, published in Cowlitz county, has been approved as a Legal newspaper by order of the Superior court of the State of Washington of Cowlitz County, and that the Annexed printed copy is a true copy of the notice in the above entitled matter as it was printed in the regular entire issue of said paper and online at [www.tdn.com](http://www.tdn.com) , for publication dates as listed below, and that said newspaper was regularly distributed to its subscribers during all of said period, and that said notice was published in said paper and not in a supplement form. That the full amount of the fee charged for said forgoing publication is as listed below, and is \$3.50 per line for the first insertion and \$3.00 per line for each subsequent insertion. There is also an additional charge of \$10.00 for every additional affidavit copy over two copies.

**PUBLICATION DATES:** March. 25 2025

**NOTICE ID:** mlT0PFYiucbHp0iofY8M  
**PUBLISHER ID:** COL-WA-100759  
**NOTICE NAME:** ABA 2025-5  
**Publication Fee:** \$258.45

*Hannah Ward*

(Signed) \_\_\_\_\_

**VERIFICATION**

State of Pennsylvania  
County of Lancaster

Commonwealth of Pennsylvania - Notary Seal  
Nicole Burkholder, Notary Public  
Lancaster County  
My commission expires March 30, 2027  
Commission Number 1342120

Subscribed in my presence and sworn to before me on this: **03/28/2025**

*Nicole Burkholder*

Notary Public

Notarized remotely online using communication technology via Proof.

**Notice of Public Hearing  
Longview Appeal Board of  
Adjustment**

4:30 P.M. Tuesday, April 8th,  
2025, for a "hybrid" in-person or  
virtual meeting.

Join Zoom Meeting.

[http://us02web.zoom.us/j/  
B1922908550](http://us02web.zoom.us/j/B1922908550)

Or phone in for audio only: (253)

215 8782 or (408) 638 0968

Webinar ID: 819 2290 8550

Case No: ABA 2025-5

Applicant: Courtney Waters

Location: 3316 Olive Way,  
Longview, WA

Request: Special Property Use  
permit (SPU) in accordance  
with LMC 19.12.050 & LMC  
19.20.025 for a 255 square feet  
detached accessory dwelling  
unit (ADU ) with 332 square feet  
of living space at 3316 Olive  
Way.

Copies of the associated docu-  
ments are available for review  
online at [Mylongview.com](http://Mylongview.com) un-  
der "Agendas and Minutes" one  
week in advance of the Public  
Hearing.

Comments: If you would like to  
provide comments in writing in  
this proposal, please submit  
them no later than 4:00 p.m.  
Tuesday April 8th, 2025, to the  
City of Longview Community  
Development Department, PO  
Box 128, Longview WA 98632,  
ATTN. Irene Rutikanga. For elec-  
tronic comments, provide your  
comments along with full name,  
address and contact information  
to [irener@ci.longview.wa.us](mailto:irener@ci.longview.wa.us) RE:  
ABA 2025-5.

Public Hearing: You are invit-  
ed to attend the Appeal Board  
of Adjustment public hearing  
scheduled for 4:30 p.m. Tuesday  
April 8th, 2025, either in-person  
at Longview City Hall Coun-  
cil Chambers. 1525 Broadway  
Street, OR on the virtual meet-  
ing platform Zoom (on-line or  
phone-in.)

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

3/25 COL-WA-100759



### Square Feet

|               |         |
|---------------|---------|
| Main Floor    | 239 ft² |
| Sleeping Loft | 93 ft²  |
|               | 332 ft² |

Courtney Dickerson  
Roanoke 30' Alta L1  
Unit #3371

PO: 3371-ROA-ALT30  
VIN: 4T9AB303XPA140371

Siding: Nave Blue | Trim: White  
Roofing: Silver | Doors & Windows: White

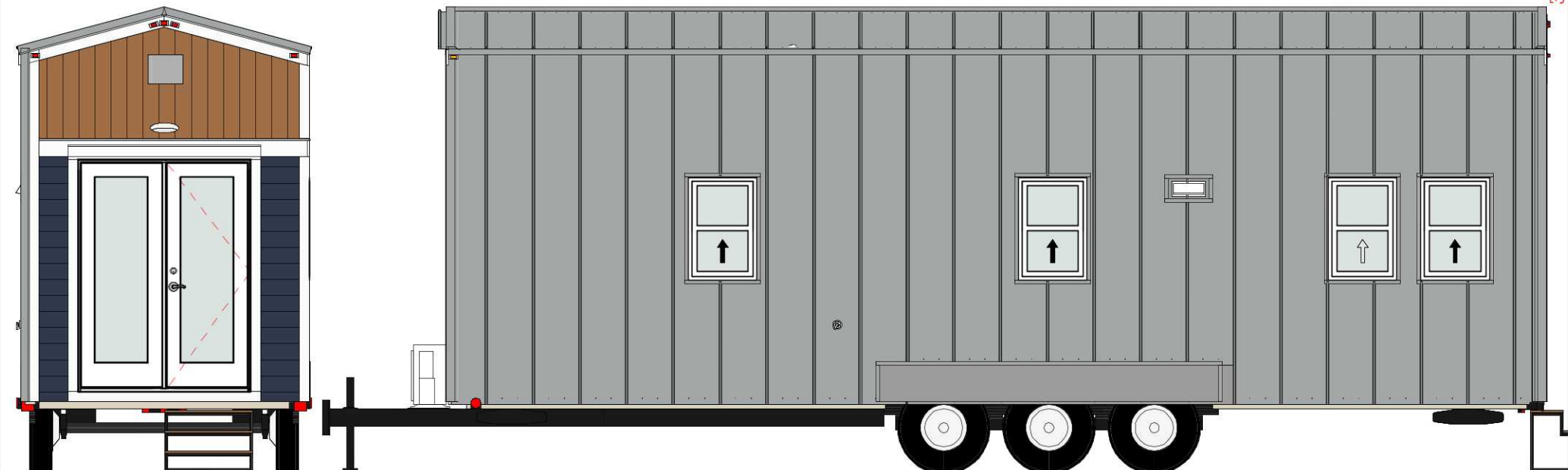
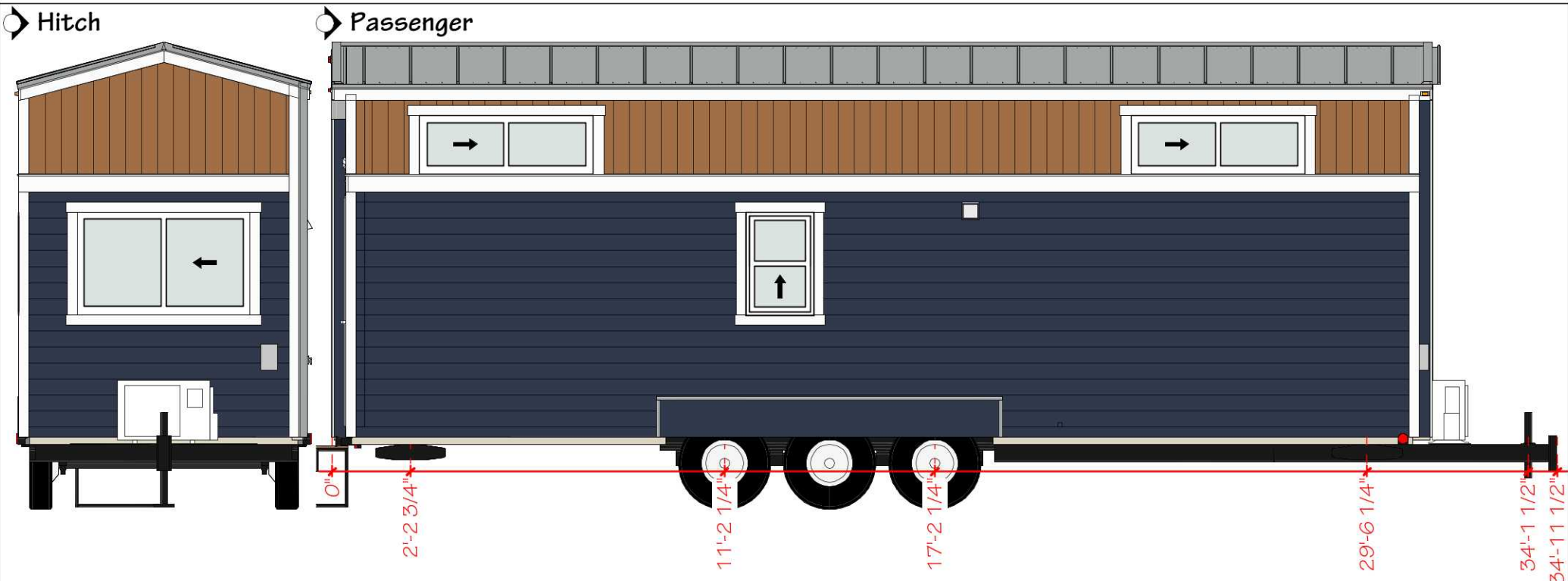
Walls & Ceiling: Knotty Pine | Flooring: Espresso  
Cabinets & Counters: White, Maple

### Design Note Tags

| ID    | Note                                        |
|-------|---------------------------------------------|
| CD-A1 |                                             |
| 1     | Cedar Steps                                 |
| CD-A2 |                                             |
| 2     | Large Sink                                  |
| 3     | Tech Package                                |
| 4     | Mini-Split - on passenger side              |
| 5     | Washer Dryer Combo                          |
| 6     | French Door                                 |
| 7     | Fold Down Table                             |
| 8     | Microwave Oven                              |
| 9     | 2 Upper Cabinets                            |
| 10    | Closet at base of stairs                    |
| 11    | Drawers and stairs                          |
| 12    | Enlarged bathroom                           |
| 13    | Nature's Head Compost Toilet                |
| 14    | Move 2 windows to passenger side great room |

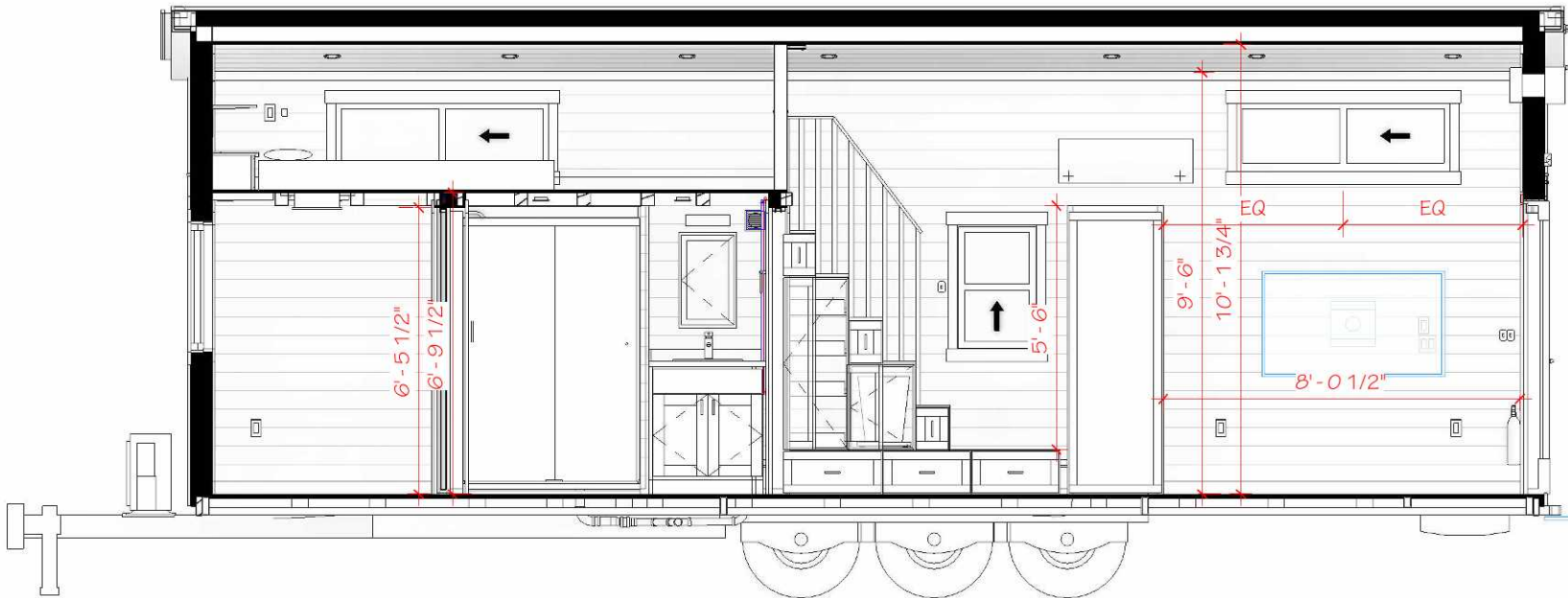
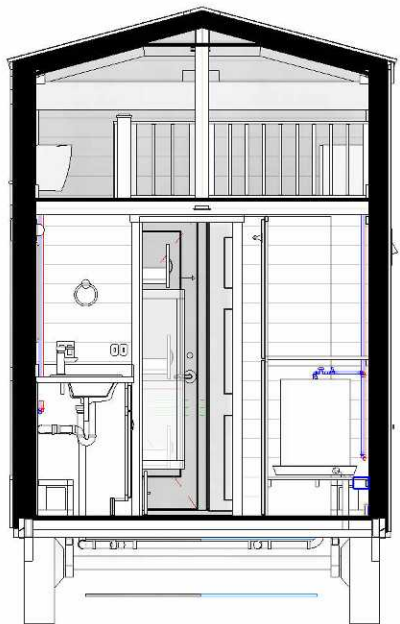
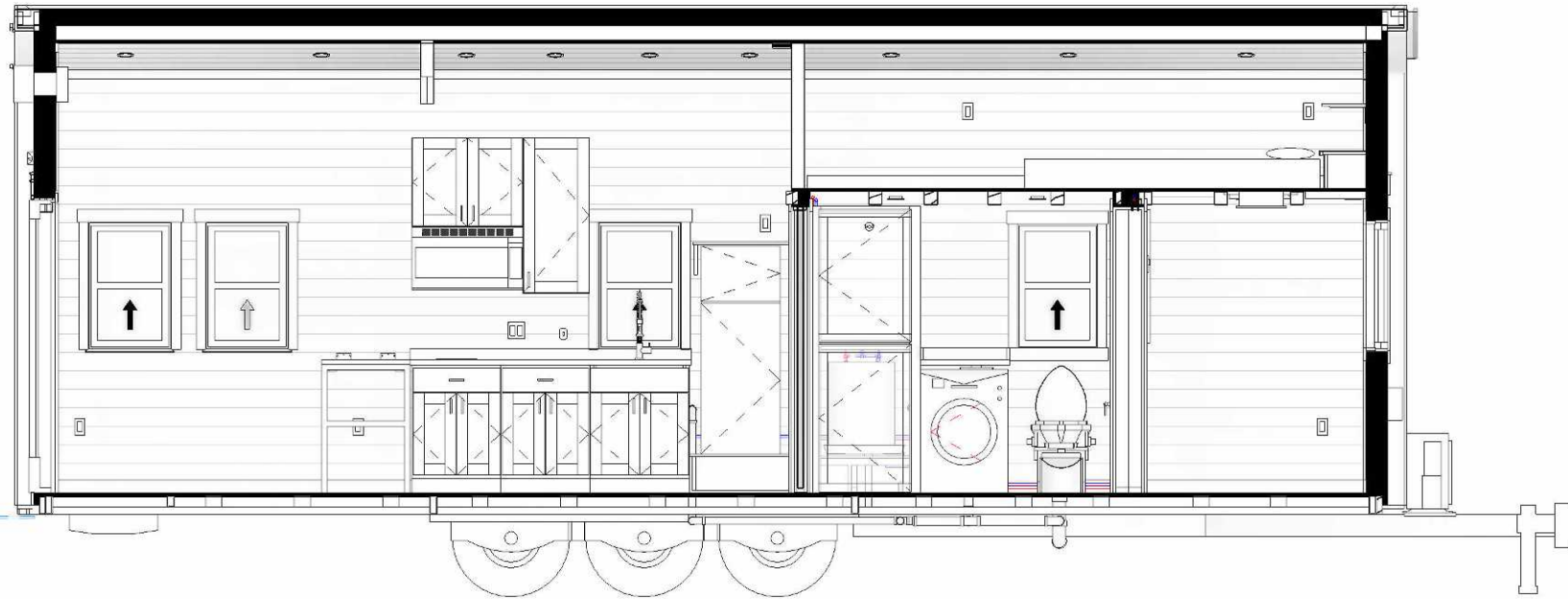






◀ F - Toward Hitch

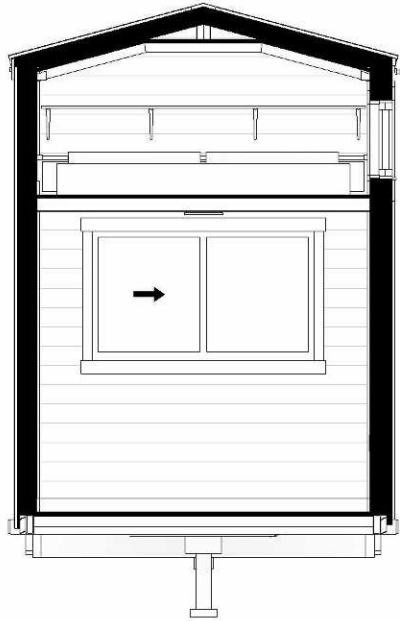
◀ A - Toward Driver



◀ E - Toward License

◀ B - Toward Passenger

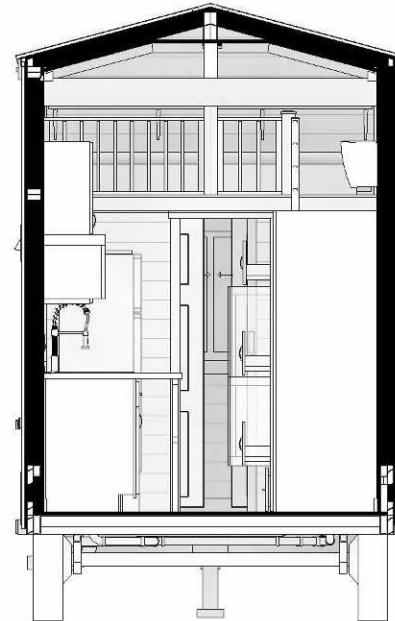
|                    |     |                     |                                                                                      |                                                       |
|--------------------|-----|---------------------|--------------------------------------------------------------------------------------|-------------------------------------------------------|
| Courtney Dickerson |     | Designer: E. Card   |                                                                                      | Light Blue Lines = Placeholder, not included          |
| Project #3371      | vB2 | Roanoke 30' Alta L1 |                                                                                      | © TUMBLEWEED TINY HOUSE COMPANY - ALL RIGHTS RESERVED |
| CD-A4 - Sections   |     | 6/7/2023 8:55:38 AM | Note: Measurements subject to change without notice per requirements of construction |                                                       |



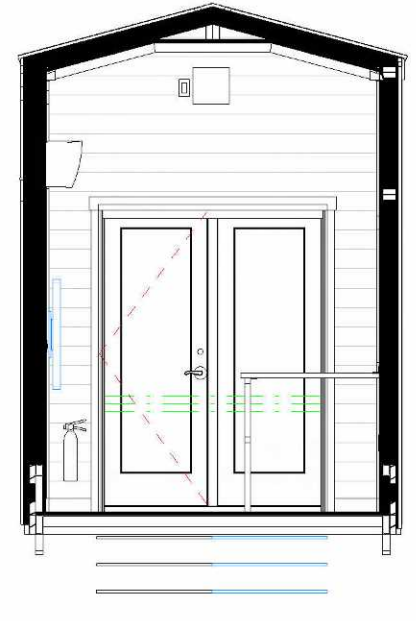
➤ H - Toward Hitch



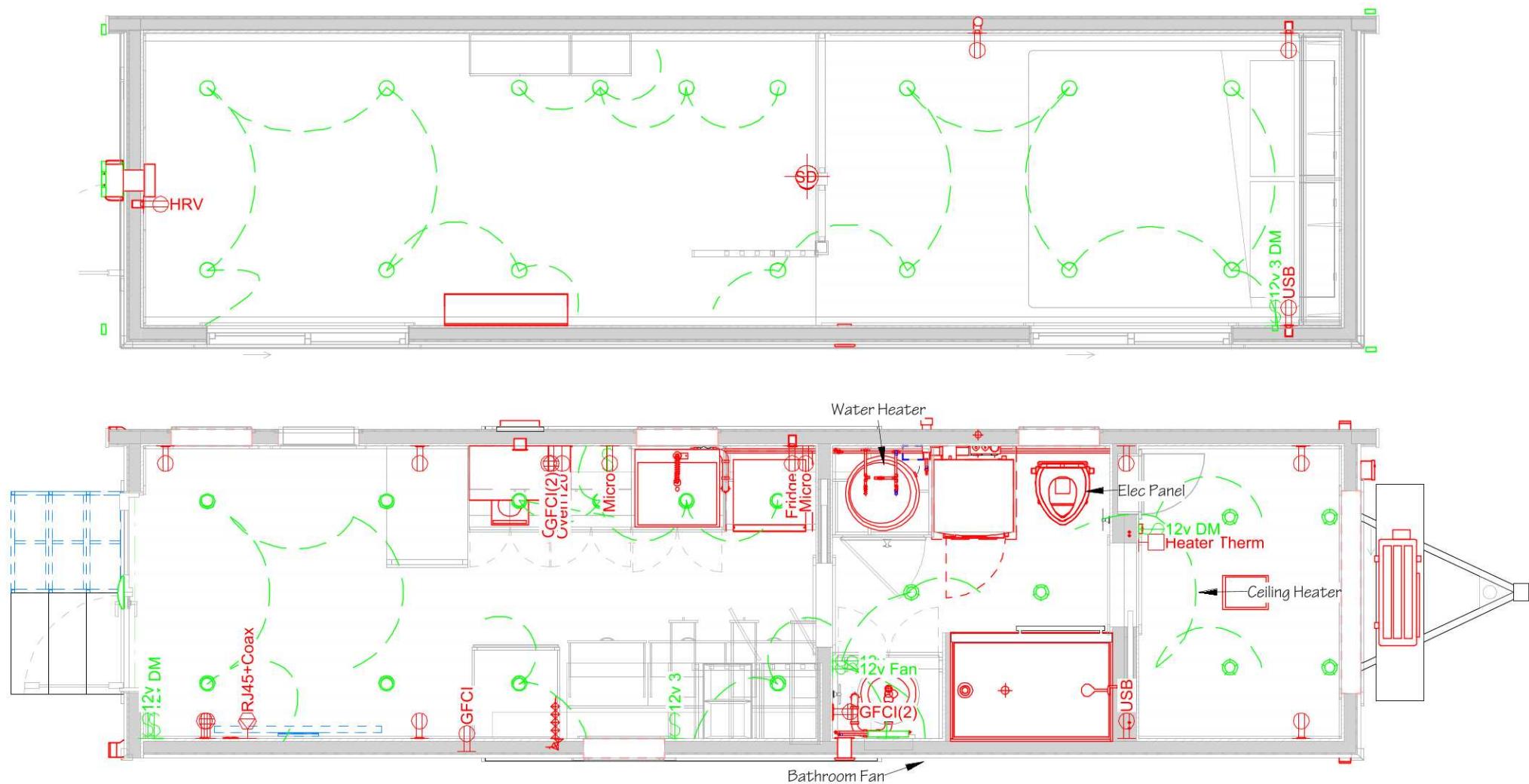
➤ G - Toward License



➤ D - Toward Hitch



➤ C - Toward License



# Electrical Legend

|                   |         |                              |      |                                 |        |                       |           |
|-------------------|---------|------------------------------|------|---------------------------------|--------|-----------------------|-----------|
| 12v Switch        | 12v     | Standard Duplex Outlet       |      | Dedicated Outlet (Refrigerator) | Fridge | Phone / TV into House | RJ11-Coax |
| 12v Dimmer Switch | 12v DM  | GFCI Protected Outlet        | GFCI | Dedicated Outlet (Microwave)    | Micro  | Ethernet Passthrough  | RJ11+RJ45 |
| 12v 3-way         | 12v 3   | Standard Outlet w/ USB Ports | USB  | Dedicated Outlet (Cooktop)      | Cook   | 120v Junction Box     | JBox      |
| 12v Fan           | 12v Fan | Quad Outlet                  |      | Dedicated Outlet (Oven)         | Oven   | Fan Junction Box      | JBox Fan  |
| Fan Switch        | Fan     | GFCI Protected Quad Outlet   | GFCI | Dedicated Outlet (Washer)       | W/D    | Thermostat            | T         |
| 120v Switch       |         | Main 50amp Power             | PWR  |                                 |        |                       |           |











**STAFF REPORT**  
**to the**  
**LONGVIEW APPEAL BOARD OF ADJUSTMENT**

**PRESENTED BY:** Irene Rutikanga, Planner

**HEARING DATE:** April 8<sup>th</sup>, 2025

**STAFF REPORT DATE:** April 2<sup>nd</sup>, 2025

**APPLICATION NO.:** ABA 2025-6

**APPLICANT:** Aetta Architects- Jared Bradshaw-Vinson

**PROPERTY OWNER:** Performance Property Holdings LLC

**REQUEST:** The applicant is requesting a variance from the minimum 10-foot side setback requirement in the Heavy Industrial (HI) zoning district, as established by Longview Municipal Code (LMC) Sections 19.12.140 and 16.48.020. The request is for a reduced 3-foot side setback for the proposed 8,213-square-foot addition to Building A.

**LOCATION:** 161 Industrial Way, Parcel number involved: 101230500

**ASSOCIATED CASES:** N/A

**ZONING DISTRICT:** Heavy Industrial District (HI)

**BACKGROUND AND PROPOSAL**

The applicant proposes the construction of two additional buildings at 161 Industrial Way. The proposal includes an 8,213-square-foot addition to the existing structure (Building A) and the future construction of a separate 4,000-square-foot building on-site (Building B). As part of the project, the applicant is requesting a variance from the minimum required 10-foot setback in the Heavy Industrial (HI) zone. Specifically, the applicant proposes a 3-foot setback for Building A.

Neighboring land uses include:

North – Industrial

South – Industrial

East – Industrial

West – Industrial

The Comprehensive Plan classification for the site is Heavy Industrial.

In accordance with LMC §19.12.090(1), written notice of the public hearing for the Variance was mailed to the applicant and to the owners of all properties adjacent to or abutting the proposal on December 30<sup>th</sup>, 2024. [Exhibit C].

Postings and legal notices are not required for Variance requests however legal notice of this application and public hearing were posted in the Longview Daily News.

## SEPA DETERMINATION

Not required.

## CRITICAL AREA ORDINANCE REQUIREMENTS

None.

## APPLICABLE CODE SECTIONS

LMC 19.58.030 provides dimensions standards for the Heavy Industrial (HI) Zone.

Table 19.58.030-1 provides the density and dimensional standards for each zone. No building, structure or use shall hereafter be erected, constructed or established on a lot that does not meet the requirements for lots as contained in this chapter and for the district in which said lot is located, except for nonconforming lots of record as defined in Chapter 19.09:

| Standards                                               |        |        |        |        |
|---------------------------------------------------------|--------|--------|--------|--------|
| Zoning District                                         |        |        |        |        |
|                                                         | LI-A   | LI-B   | HI     | MU C/I |
| Minimum lot size in square feet                         | 10,000 | 10,000 | 10,000 | 5,000  |
| Minimum lot frontage/width in feet                      | 100    | 100    | 100    | 40     |
| Minimum front setback in feet                           | 20     | 60     | 20     | 20     |
| Rear yard setback in feet <sup>(1)</sup>                | 20     | 20     | 20     | 10     |
| Side yard setback in feet <sup>(1)</sup>                | 10     | 10     | 10     | 10     |
| Side yard setback – corner lot, street flanking in feet | 15     | 15     | 15     | 15     |

Table 19.58.030-1 1

#### LMC 19.12.140 Variance permits – Authority to issue.

The board may authorize the granting of variances from the zoning ordinance of the city, by the building official, where compliance therewith is impractical or impossible. No application for a variance shall be granted unless the board finds:

- (1) The variance will not constitute a grant of special privileges inconsistent with the limitation upon uses of other properties in the vicinity and zone in which the property on behalf of which the application was filed is located; and
- (2) That such variance is necessary, because of special circumstances relating to the size, shape, topography, location, or surroundings of the subject property, to provide it with use rights and privileges permitted to other properties in the vicinity and in the zone in which the subject property is located; and
- (3) That the granting of such variance will not be materially detrimental to the public welfare or injurious to the property or improvements in the vicinity and zone in which the subject property is situated; and
- (4) The need for the variance is not the result of any action taken by the applicant. (Ord. 3122 § 10, 2010; Ord. 1620 § 1, 1973).

#### **STAFF ANALYSIS**

In reviewing LMC §19.12.140, which contains the criteria that shall guide the Board during their review of this petition, staff finds the following:

*(1) The variance will not constitute a grant of special privileges inconsistent with the limitation upon uses of other properties in the vicinity and zone in which the property on behalf of which the application was filed is located; and*

The variance process ensures that each request is evaluated based on site-specific factors, such as the size of the property, the needs of the use, and the impact on surrounding properties. The Heavy Industrial zone allows for the proposed use, and the proposed setback variance is reflective of common industrial development where structures are often closer to the property line due to the higher intensity of industrial areas. This in turn is reflected in typical industrial structure design which often requires rated fire wall assemblies or other fire, and safety considerations required by the IBC. There are numerous structures through the Industrial Way/Columbia Boulevard area that are within the required setback area as well. Therefore, the variance will not constitute a grant of special privileges inconsistent with other properties in the Industrial Zoning District.

*(2) That such variance is necessary, because of special circumstances relating to the size, shape, topography, location, or surroundings of the subject property, to provide it with use rights and privileges permitted to other properties in the vicinity and in the zone in which the subject property is located; and*

The property is a rectangular and relatively flat/level site with a total of 1.49 acres. Multiple buildings exist, all used for the performance sheet metal business presently operating on site. The existing building to be extended is within the east required side setback. In order for the business to be able to operate out of the new addition, the new proposed addition (Building A) will have to remain the same width and, therefore, also be built within the east setback to accommodate the crane system that moves parallel tracks inside the building. Moving the new building addition wall in order to meet the required setback would prohibit the crane system to travel into the new space, therefore the variance is necessary to allow the business to continue to operate as needed and expand.

*(3) That the granting of such variance will not be materially detrimental to the public welfare or injurious to the property or improvements in the vicinity and zone in which the subject property is situated; and*

Granting of the variance will not be materially detrimental to the public welfare or injurious to the surrounding properties. The adjacent property to the West has no structures and is currently being used as a large gravel storage lot. Besides requesting a variance from the required side setbacks, the proposal will comply with the rest of the Heavy Industrial District standards. Additionally the Fire Marshal approved the proposal with reduced setbacks based on placing a condition requiring fire-resistive construction for exterior walls less than the required 10 ft side setback to ensure that the use will not be detrimental to public welfare or injurious to the surrounding properties.

*(4) The need for the variance is not the result of any action taken by the applicant. (Ord. 3122 § 10, 2010; Ord. 1620 § 1, 1973).*

The need for variance was requested prior to construction and is not the result of any action taken by the applicant.

## **STAFF FINDINGS**

1. The variance will not constitute a grant of special privileges inconsistent with the limitation upon uses of other properties in the vicinity as there are several buildings in the nearby that have similarly reduced setbacks.
2. Industrial construction typically is designed to a higher level of fire protection, and an additional condition regarding fire safety is proposed to further mitigate any potential issue.
3. The variance is necessary to allow for the proposed expansion. The proposed structure is an extension of the existing structure and must be located as such to function properly.
4. Allowing for the reduced setbacks will not be injurious nor materially detrimental to the public welfare as the neighboring property is devoid of any structures. The proposal will comply with the rest of LMC 19.58.030 standards.
5. The need for a variance is not the consequence of any actions taken by the applicant.

## **CONDITIONS OF APPROVAL**

1. Fire resistive construction is required as per the International Building Code for exterior walls less than 10 feet from the property line.

## **RECOMMENDATION**

Motion to grant approval for Variance request ABA2025-6 by Jared Bradshaw for a reduced side setback of three feet, based on the findings and conclusions and subject to the conditions in the staff report dated April 2<sup>nd</sup>, 2025.

## **EXHIBITS**

- A. Variance Application
- B. Applicant Site Plan
- C. Notice to Neighbors
- D. Legal Notice of Public Hearing
- E. Aerial Image



## Variance Application

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

### Application for a Variance to the Longview Zoning Ordinance (Title 19)

LMC 19.12

Application Number: \_\_\_\_\_

Related Case Number(s): \_\_\_\_\_

THIS SECTION FOR OFFICE USE ONLY:

I hereby apply for a **Variance** to the following section of the Longview Municipal Code (LMC):

19.58.030. The reason I am requesting a variance is because: the east wall of the new shop addition is proposed to be within the required setback (approximately 3 feet from the property line). This is an extension of the existing building which is also 3 feet from the property line.

at Street: 161 Industrial Way, City of Longview, Washington.

Lot No. PN: 101230500 Block No. \_\_\_\_\_ Subdivision/Addition: Longview Outlot

Zoning District: HI – Heavy Industrial

Applicant: Aetta Architects Phone: 360-687-8379  
(Print All Information)

Contact Name: Jared Bradshaw-Vinson Fax: N/A

Mailing Address: P.O. BOX 798  
(Street or PO Box)

City: Battle Ground State: WA Zip: 98604

Is the applicant the property owner? YES ☒ NO ☐ If not, complete the following section.

Relationship to Owner: \_\_\_\_\_ Architect

Property Owner: Performance Property Holdings LLC Phone: 360-636-5990  
(Print All Information)

Mailing Address: 1104 14<sup>th</sup> Ave Suite 110  
(Street or PO Box)

City: Longview State: WA Zip: 98632

**Justification** attach additional sheets as necessary:

- a. Describe the physical conditions and circumstances of the property (lot shape, slope, building location, easements, etc.) and how they affect the project for which the variance is being requested:

The property is a rectangular and relatively flat/level site that is a total of 1.49 Acres. Multiple buildings exist onsite, all of which are used for the operations of the Performance Sheet Metal business that presently operates on site. The building that is to be extended exists within the east setback. In order for the business to be able to operate out of the new addition, the new building will have to remain the same width and therefore also be built within the east setback.

- b. Describe how the conditions and circumstances are peculiar to the property, do not apply to other properties in the zoning district, and how a special privilege will not be conferred by granting of the variance: This property is unique because the existing conditions of the site limits the future operation/feasibility of the companies future growth. The existing building to be extended already resides in the setback and in order for the company's operations to be expanded the building extension needs to be the same width as the existing building to accommodate the crane system that moves on parallel tracks inside the building. A new wall moved west to be out of the setback would not allow the required crane system to travel into the new space.

- c. Describe how literal interpretation of the zoning ordinance affects your rights (ability to use the property):

A strict setback of ten feet on the east side affects the usability of the new building addition.

- d. Did any of the conditions and circumstances of the property described above result from your actions?

Yes ☐

No ☒

Explain:

The existing conditions that do not comply with current laws were done in prior years where they were allowed per a similar variance requests or complied at the time.

- e. Explain how the requested variance is the minimum necessary to make reasonable use of the property:

The building will not be built any closer to the setback except as necessary for the company's operations.

- f. Explain how the requested variance will be in harmony with the purpose and intent of the zoning ordinance, will not be injurious to the neighborhood, or detrimental to the public welfare: \_\_\_\_\_

The wall that will be encroaching on the setback is planned to be protected with a 1-hour fire rating (if deemed as required) which will assist in protecting the neighboring site.

NOTICE TO APPLICANT:

According to the Longview Municipal Code, the Appeal Board of Adjustment may authorize the granting of a variance to the zoning ordinance where compliance with the requirements of the zoning ordinance are impractical or impossible. No application for a variance shall be granted unless the Board finds:

1. The variance will not constitute a grant of special privileges inconsistent with the limitation upon uses of other properties in the vicinity and zone in which the subject property is located; and
2. That such variance is necessary, because of special circumstances relating to the size, shape, topography, location or surroundings of the subject property, to provide it with use rights and privileges permitted to other properties in the vicinity and in the zone in which the subject property is located; and
3. That the granting of the variance(s) requested will not be materially detrimental to the public welfare or injurious to the property or improvements in the vicinity and zone in which the subject property is situated.

FILING FEES:

Public Hearing Fee: ..... \$1,087.00

SEPA Review Fee, if applicable: (DNS \$543.00/MDNS \$815.00) ..... \$

Total Fees: ..... \$

Comments: \_\_\_\_\_

LONGVIEW APPEAL BOARD OF ADJUSTMENT:

Public Hearing Scheduled: Date: \_\_\_\_\_ 4:30 PM

Comments: \_\_\_\_\_

\_\_\_\_\_

FOR STAFF USE:

\_\_\_\_\_ Legal Description of Property.

\_\_\_\_\_ Site Plan and/or building elevations, floor plans.

\_\_\_\_\_ Copy of Deed Restrictions and Restrictive Covenants (CCR's).

\_\_\_\_\_ Responses to the justification section addressing the nature of and reason for the variance, and information demonstrating that the requested variance conforms to the requirements contained in LMC 19.12.140.

\_\_\_\_\_ 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.

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.

The information provided is "said to be true under penalty of perjury by the Laws of the State of Washington."

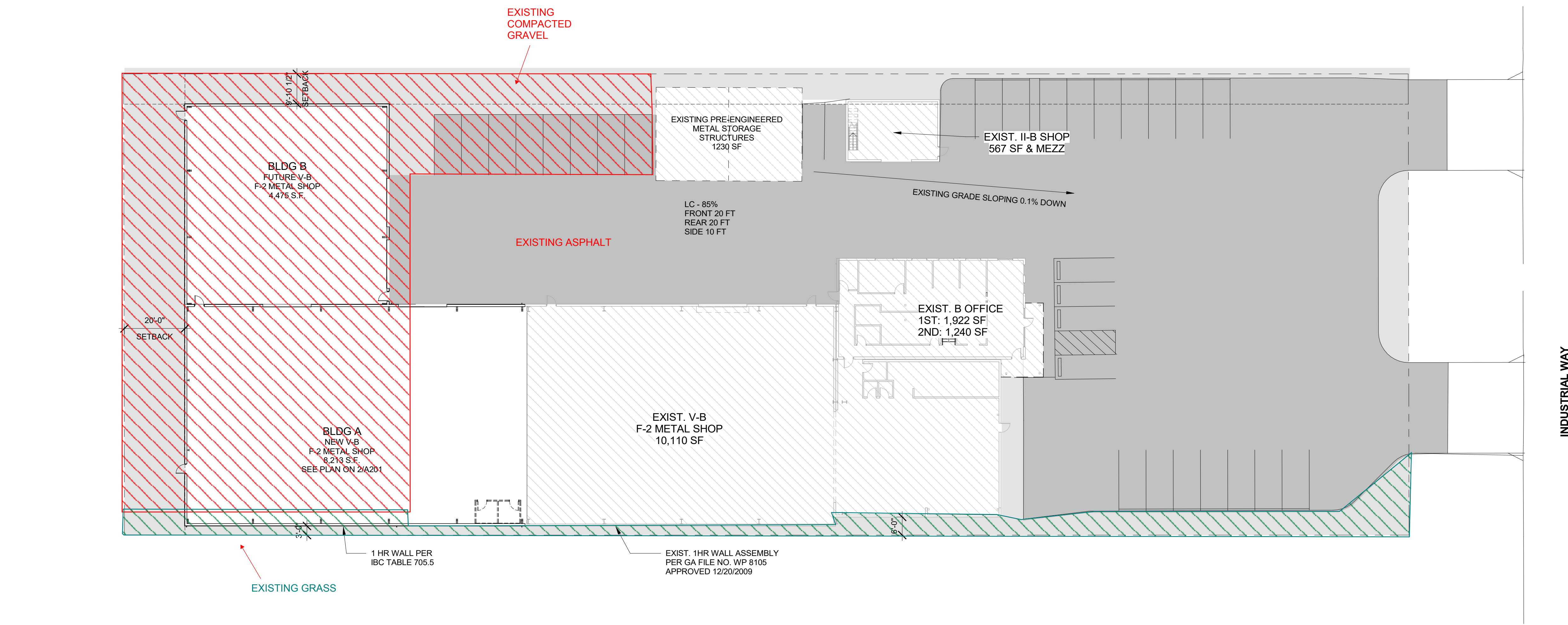
Signature of Applicant: \_\_\_\_\_ Date: 03/19/2025

Signature of Property Owner: \_\_\_\_\_ Date: 3-19-2025

Signature of Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_  
(If different than property owner)

# PERFORMANCE SHEET METAL SHOP ADDITION

161 INDUSTRIAL WAY, LONGVIEW WA. 98632



1 SITE PLAN  
G000 1" = 20'-0"

## PROJECT TEAM

|                                                                                     |  |                                                                                           |  |
|-------------------------------------------------------------------------------------|--|-------------------------------------------------------------------------------------------|--|
| <b>OWNER</b><br>PERFORMANCE SHEET METAL<br>161 INDUSTRIAL WAY<br>LONGVIEW, WA 98632 |  | <b>ARCHITECTURAL</b><br>AETTA ARCHITECTS<br>950 12th AVE. SUITE 200<br>LONGVIEW, WA 98632 |  |
| PH: 360.636.5990                                                                    |  | PH: 360.425.0000                                                                          |  |
| <b>OWNERS REP:</b><br>WAYNE WRIGHT                                                  |  | <b>PROJECT CONTACT:</b><br>Jared Bradshaw-Vinson                                          |  |
| wayne@performancesheetmetal.com<br>360.636.5990                                     |  | jared@aetta.com<br>***.aetta.com                                                          |  |

## CODE SUMMARY:

2021 INTERNATIONAL BUILDING CODE  
WITH WASHINGTON STATE AMENDMENTS

CONSTRUCTION TYPE: **V-B**  
OCCUPANCY TYPE: **F-2 & O**  
USE: **FABRICATION**  
ZONE: **HEAVY INDUSTRIAL**  
SETBACKS: **FRONT 20 FT  
REAR 20 FT  
SIDE 10 FT**  
FIRE SEPARATION DISTANCE: **0<5 = 1 HR  
5<10 = 1 HR  
10+ = 0 HR**  
AUTOMATIC SPRINKLER: **YES, FULLY SPRINKLERED**  
FIRE ALARM: **YES**

## DEFERRED SUBMITTALS

DOCUMENTS FOR DEFERRED SUBMITTAL ITEMS SHALL BE SUBMITTED TO THE REGISTERED DESIGN PROFESSIONAL IN CHARGE WHO SHALL REVIEW FOR CONFORMANCE WITH THE DESIGN CONCEPT. THE CONTRACTOR SHALL SUBMIT THE DEFERRED SUBMITTALS TO THE BUILDING AUTHORITY HAVING JURISDICTION WITH A NOTATION INDICATING THAT THE DEFERRED SUBMITTAL DOCUMENTS HAVE BEEN REVIEWED AND BEEN FOUND TO BE IN GENERAL CONFORMANCE TO THE DESIGN CONCEPT. THE DEFERRED SUBMITTAL ITEMS SHALL NOT BE INSTALLED UNTIL THE DESIGN AND SUBMITTAL DOCUMENTS HAVE BEEN APPROVED BY THE BUILDING AUTHORITY HAVING JURISDICTION. SUBMIT SHOP DRAWINGS OF THE FOLLOWING DESIGN/BUILD SYSTEMS FOR REVIEW PRIOR TO FABRICATION.

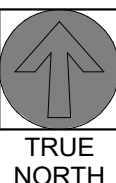
- MECHANICAL
- ELECTRICAL
- PLUMBING

## SEPARATE PERMITS

DOCUMENTS FOR SEPARATE PERMITS ITEMS SHALL BE SUBMITTED TO THE REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE WHO SHALL REVIEW AND STAMP THEM WITH A NOTATION INDICATING THAT THE SEPARATE PERMITS DOCUMENTS HAVE BEEN REVIEWED AND BEEN FOUND TO BE IN GENERAL CONFORMANCE TO THE DESIGN OF THE BUILDING. THE CONTRACTOR SHALL SUBMIT SEPARATE PERMITS TO THE JURISDICTION FOR REVIEW. THE SEPARATE PERMIT ITEMS SHALL NOT BE INSTALLED UNTIL THE DESIGN AND SUBMITTAL DOCUMENTS HAVE BEEN APPROVED BY THE JURISDICTION. SUBMIT SHOP DRAWINGS OF THE FOLLOWING DESIGN/BUILD SYSTEMS FOR REVIEW PRIOR TO FABRICATION.

- FIRE SPRINKLERS
- FIRE ALARM

## VICINITY MAP



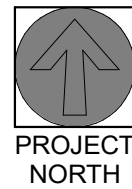
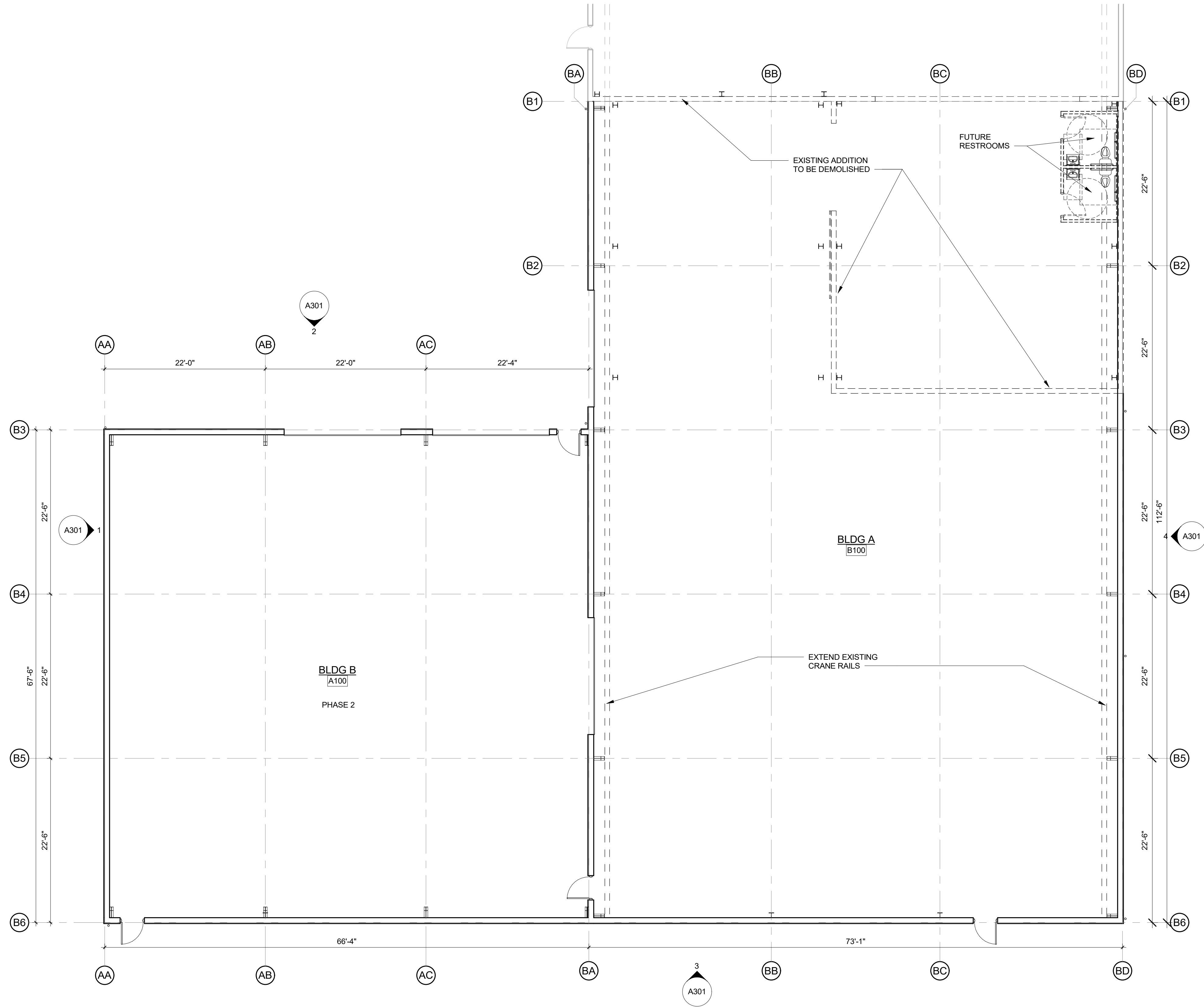
## PERFORMANCE SHEET METAL SHOP ADDITION

161 INDUSTRIAL WAY, LONGVIEW, WA 98632

PROJECT # 24061  
DATE 12/12/2024  
REVISIONS  
NO. DATE DESCRIPTION

COVER SHEET

G000  
PRE APP SET



**1** FLOOR PLAN  
A202 1/8" = 1'-0"

**PERFORMANCE SHEET METAL  
SHOP ADDITION**

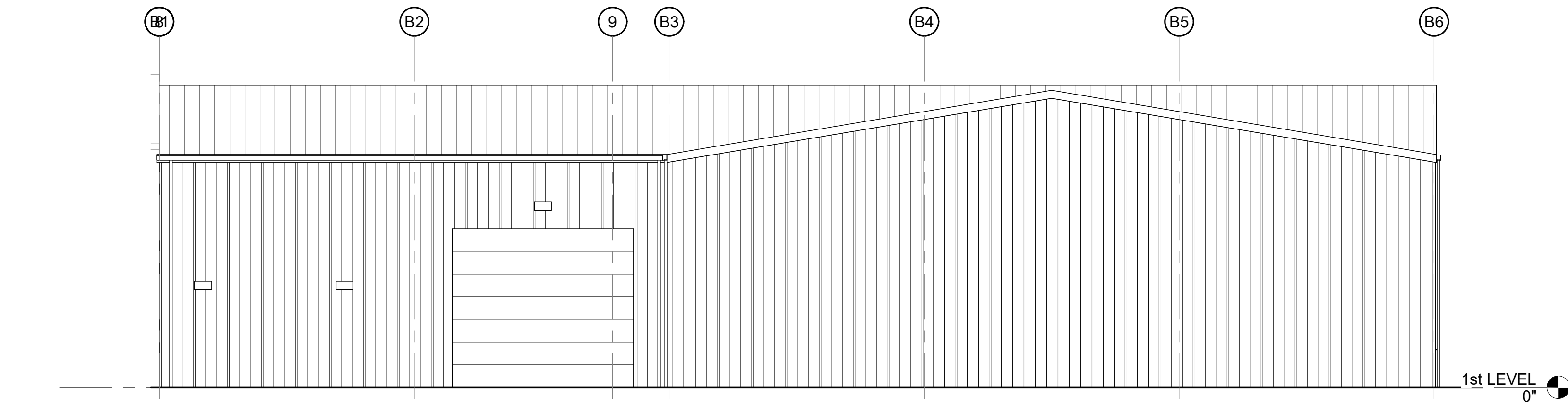
161 INDUSTRIAL WAY, LONGVIEW, WA 98632

PROJECT # 24061  
DATE 12/12/2024

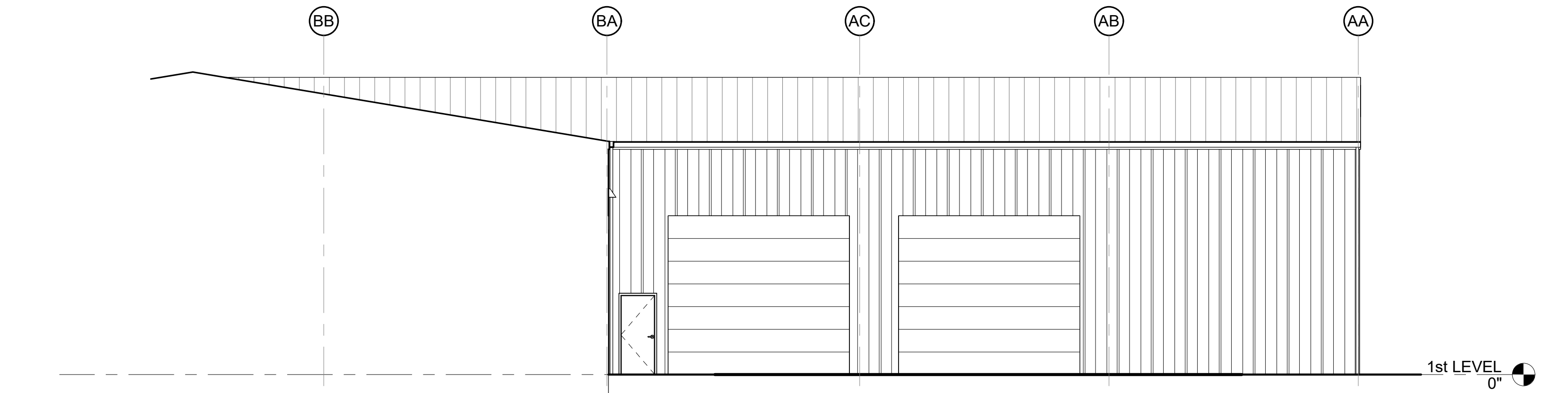
REVISIONS  
NO. DATE DESCRIPTION

FLOOR PLAN

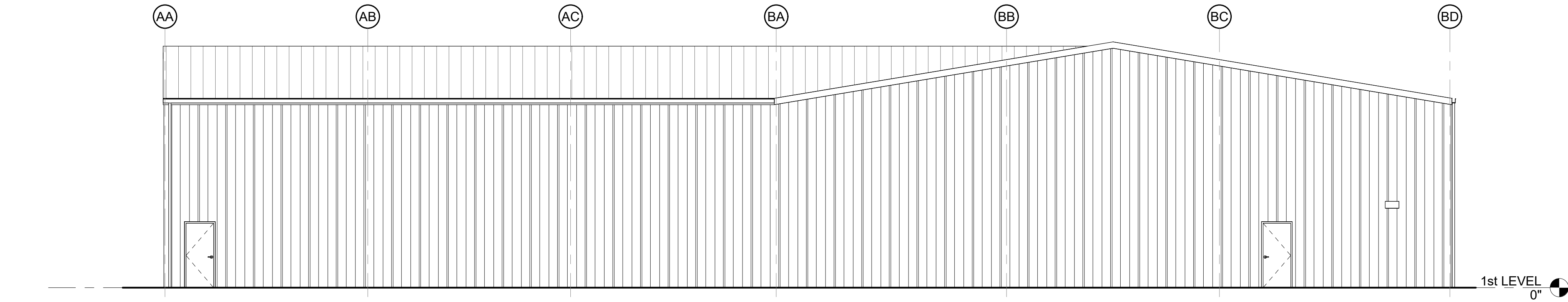
**A202**  
PRE APP SET



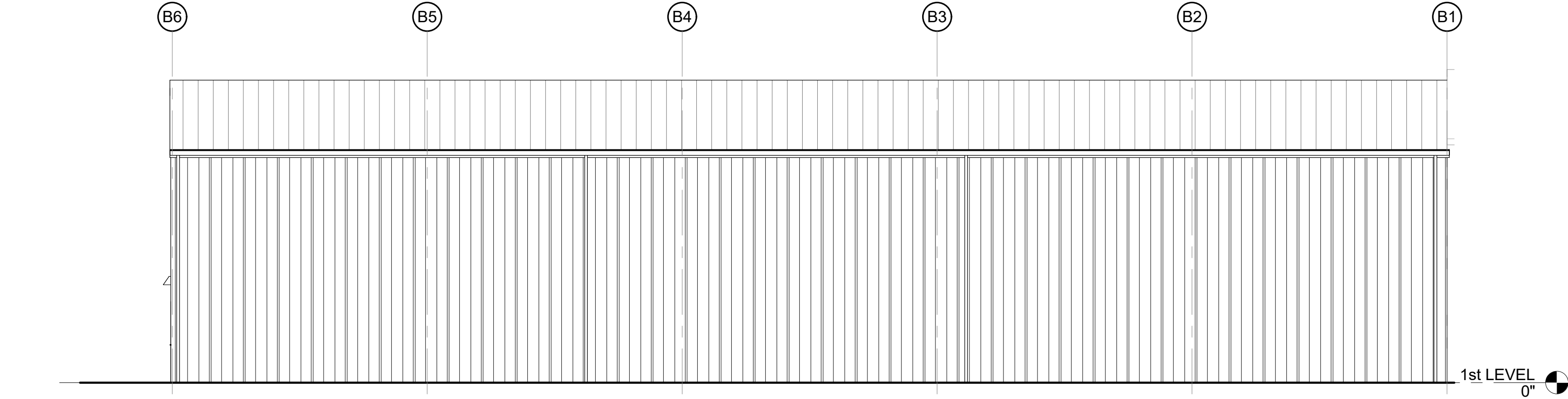
1 EXTERIOR ELEVATION WEST  
A301 1/8" = 1'-0"



2 EXTEERIOR ELEVATION - NORTH  
A301 1/8" = 1'-0"



3 EXTERIOR ELEVATION SOUTH  
A301 1/8" = 1'-0"



4 EXTERIOR ELEVATION EAST  
A301 1/8" = 1'-0"



March 25, 2025

**NOTICE OF PUBLIC HEARING**

**Longview Appeal Board of Adjustment**

**4:30 P.M. Tuesday, April 8<sup>th</sup>, 2025, 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 2025-6

**Applicant:** Jared Bradshaw

**Location:** 161 Industrial Way City of Longview, WA 98632

**Request:** Request for a variance in accordance with LMC 19.12.140 & LMC 16.48.020. Applicant is requesting a variance from the minimum required 10 feet side setback in the heavy industrial zoning district and proposing a 3 feet setback for the proposed building addition.

**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: Irene Rutikanga, Planner 360-442-5083

Copies of the associated documents are available for review online at [mylongview.com](http://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, April 8<sup>th</sup>, 2025**, to the City of Longview Community Development Department, PO Box 128, Longview, WA 98632, **ATTN: Irene Rutikanga, Planner**. For electronic comments, provide your comments along with full name, address, and contact information to [irener@ci.longview.wa.us](mailto:irener@ci.longview.wa.us) **RE: ABA 2025-6**

**Public Hearing:** You are invited to attend the Appeal Board of Adjustment public hearing scheduled for 4:30 P.M. Tuesday, March 8<sup>th</sup>, 2025, 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.

Location: 161 Industrial way



Notice filed by:  
Irene Rutikanga, Planner  
Community Development Department, City of Longview

**AFFIDAVIT OF PUBLICATION**

Longview Daily News  
770 11th Ave  
(360) 577-2525

State of Pennsylvania, County of Lancaster, ss:

Hannah Ward, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC, duly authorized agent of Longview Daily News, published in Cowlitz county, has been approved as a Legal newspaper by order of the Superior court of the State of Washington of Cowlitz County, and that the Annexed printed copy is a true copy of the notice in the above entitled matter as it was printed in the regular entire issue of said paper and online at [www.tdn.com](http://www.tdn.com) , for publication dates as listed below, and that said newspaper was regularly distributed to its subscribers during all of said period, and that said notice was published in said paper and not in a supplement form. That the full amount of the fee charged for said forgoing publication is as listed below, and is \$3.50 per line for the first insertion and \$3.00 per line for each subsequent insertion. There is also an additional charge of \$10.00 for every additional affidavit copy over two copies.

**PUBLICATION DATES:** March. 25 2025

**NOTICE ID:** 2cxw6DQA0IYROI1VOGG7  
**PUBLISHER ID:** COL-WA-100758  
**NOTICE NAME:** ABA 2025-6  
**Publication Fee:** \$262.48

*Hannah Ward*

(Signed) \_\_\_\_\_

**VERIFICATION**

State of Pennsylvania  
County of Lancaster

Commonwealth of Pennsylvania - Notary Seal  
Nicole Burkholder, Notary Public  
Lancaster County  
My commission expires March 30, 2027  
Commission Number 1342120

Subscribed in my presence and sworn to before me on this: **03/28/2025**

*Nicole Burkholder*

Notary Public

Notarized remotely online using communication technology via Proof.

**Notice of Public Hearing  
Longview Appeal Board of  
Adjustment**

4:30 P.M. Tuesday, April 8<sup>th</sup>, 2025, 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

Case No: ABA 2025-6

Applicant: Aetta Architects- Jared Bradshaw-Vinson

Location: 161 Industrial Way, Longview, WA

Request: Request for a variance in accordance with LMC 19.12.140 & LMC 16.48.020.

The applicant is requesting a variance from the minimum required 10 feet side setback in the heavy industrial zoning district and proposing a 3 ft setback for the proposed building addition.

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Please contact the City Clerk's Office at 360-442-5041 with any accessibility requests.  
3/25 COL-WA-100758

Way

Industrial Way

Industrial Way

137

161