



City of Longview

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

Agenda

Appeal Board of Adjustment

Tuesday, August 12,
2025

4:30 PM

Longview Council Chambers

1. **HYBRID MEETING DETAILS**

25-00662 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**

25-00663 MINUTES FROM JULY 8, 2025.

5. **AUDIENCE PARTICIPATION OF CORRESPONDENCE**

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

7. **PUBLIC HEARINGS**

25-00664 ABA 2025-8 SPECIAL PROPERTY USE PERMIT (SPU) IN ACCORDANCE WITH LMC 19.12.050 & LMC 19.22.025 FOR DETACHED ACCESSORY DWELLING UNIT (ADU) AT 3296 NEBRASKA ST

RECOMMENDED ACTION:

MOTION TO GRANT APPROVAL FOR SPECIAL PROPERTY USE APPLICATION ABA 2025-8 BY JOSHUA WENZKE BASED ON THE FINDINGS AND CONCLUSIONS AND SUBJECT TO THE CONDITIONS IN THE STAFF REPORT DATED AUGUST 4TH, 2025.

8. **OTHER BUSINESS**

9. **ADJOURNMENT**



Minutes

Agenda

Appeal Board of Adjustment

Tuesday, July 8, 2025

4:30 PM

Longview Council Chambers

1. **HYBRID MEETING DETAILS**

25-00633 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 meeting was called to order at 4:31 pm.

3. **ROLL CALL**

*In attendance: Roger Peters, Vice Chair; Steven Dahl; Christopher Ortiz; Dan Petersen
Excused: Mark Backstrom, Chair (recused himself);
Staff: Nick Little, Community Development Director; Irene Rutikanga, Planner; Sam Barham, City Engineer; Nancy Vandehey, Admin Assistant*

4. **APPROVAL OF MINUTES**

25-00634 **MINUTES FROM JUNE 10, 2025.**
The minutes were approved as presented.

5. **AUDIENCE PARTICIPATION OF CORRESPONDENCE**

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

The declaration was read into record by Irene Rutikanga. There were no objections.

7. **PUBLIC HEARINGS**

25-00635 **ABA 2025-7 SPECIAL PROPERTY USE PERMIT (SPU) IN ACCORDANCE WITH LMC 19.12.050 & LMC 19.22.025 FOR DETACHED ACCESSORY DWELLING UNIT (ADU) AT 2933 MADRONA DRIVE**

RECOMMENDED ACTION:

MOTION TO GRANT APPROVAL FOR SPECIAL PROPERTY USE APPLICATION ABA 2025-7 BY ADAM HOLLOWAY BASED ON THE FINDINGS AND CONCLUSIONS AND SUBJECT TO THE CONDITIONS IN THE STAFF REPORT DATED JUNE 30TH, 2025.

Irene Rutikanga shared a presentation and provided a site plan hard copy showing a driveway for the ADU.

The public hearing was opened at 4:41 pm and with no one speaking the public hearing was closed at 4:42 pm.

Discussion with staff included the 150' for the fire distance requirement, the fence line distance, and application was missing from the packet in error.

Steven Dahl made a motion, seconded by Dan Petersen, to grant approval for special property use application ABA 2025-7 by Adam Holloway based on the findings and conclusions and subject to the conditions in the staff report dated June 30th, 2025.

8. OTHER BUSINESS

We have not heard back from the City Attorney on the procedures. Nick Little will follow up and report back.

Irene anticipates two ADUs next month.

9. ADJOURNMENT

The meeting was adjourned at 4:51 pm.



STAFF REPORT
to the
LONGVIEW APPEAL BOARD OF ADJUSTMENT

PRESENTED BY: Irene Rutikanga, Planner

STAFF REPORT DATE: August 4th, 2025

HEARING DATE: August 12th, 2025

APPLICATION NO.: ABA 2025-8

APPLICANT: Taylor Bigley

PROPERTY OWNER: Joshua Wenzek

REQUEST: Special Property Use permit (SPU) in accordance with LMC 19.12.050 & LMC 19.22.025 for converting an existing 600 square foot pole barn into Accessory Dwelling Unit (ADU) at 3296 Nebraska St.

LOCATION: 3296 Nebraska St. Parcel number involved: 03344041.

ASSOCIATED CASES: N/A

ZONING DISTRICT: R-1 Low Density Residential

BACKGROUND AND PROPOSAL

The property owner at 3296 Nebraska Street is proposing to establish a detached Accessory Dwelling Unit (ADU) on their property. The proposal is to convert an existing 600 square foot pole barn into an ADU with the ADU living space occupying 302 square feet of living space. In accordance with LMC 19.22.025, one off-street parking space is required to serve the ADU. 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/CDID slough

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.

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 3296 Nebraska Street. 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 per LMC 19.22, and on street parking is available off Nebraska Street which satisfy LMC19.22 ADU parking requirements.

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 is subject to the R-1 development standards. The ADU is proposed with a 4-foot side setback, which was approved when the pole barn was originally constructed in 1995 and was compliant with the code at that time. Although the setback does not meet the current 5-foot requirement in the R-1 zone, it qualifies as a legal nonconforming structure under LMC 19.75. The ADU conversion does not increase the nonconformity, as it maintains the existing 4-foot setback. The ADU complies with the rest of the R-1 development standards. 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 at the rear of the property and is not directly adjacent to structures on adjacent properties. The subject property is currently developed with a wood privacy fence along all sides of the property lines that provide screening from adjacent properties.

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

The ADU is located on an existing developed lot with adequate access from the primary driveway, and no new curb cuts or driveways are proposed. Off-street parking is provided on Nebraska Street. Additionally, the proposed ADU will not obstruct visibility or impede pedestrian movement, as it is set back from the street and located behind the primary residence. 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 3296 Nebraska Street. Per the fire marshal review, emergency vehicle will be able to access the ADU as it is within 150 of the driveway access. Additionally, as a condition of approval, the applicant shall provide clear identification and directional features to guide emergency personnel and pedestrians to the ADU. No changes are proposed to the driveway or access points.

(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 units (ADU) if on-street parking is not available. In this case, on-street parking is available off Nebraska Street, satisfying ADU parking requirements.

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. On -street parking satisfying LMC 19.22.025 is proposed to serve the Access Dwelling Unit.
6. The ADU is placed in a location that is not immediately adjacent to structures on adjacent properties and is screened on all sides by an existing wood fence.

CONDITIONS OF APPROVAL

1. Fire flow in the amount of 1,000 gallons per minute at a minimum residual pressure of 20 pounds per square inch for 60 minutes duration to be provided with documentation.
2. Per LMC 19.22.025(iv), provide a street/sidewalk entrance in the form of a walkway, landscaping features, mailbox post, and similar construction to direct visitors (and emergency responders) to the ADU. Access to the ADU from the street must be obvious and capable of accommodating people and emergency equipment from the street to the ADU's main entrance.
3. The property owner shall post the address of the Accessory Dwelling Unit (ADU) in a manner that is clearly visible from the public right-of-way, in accordance with the requirements of LMC 19.22.025.

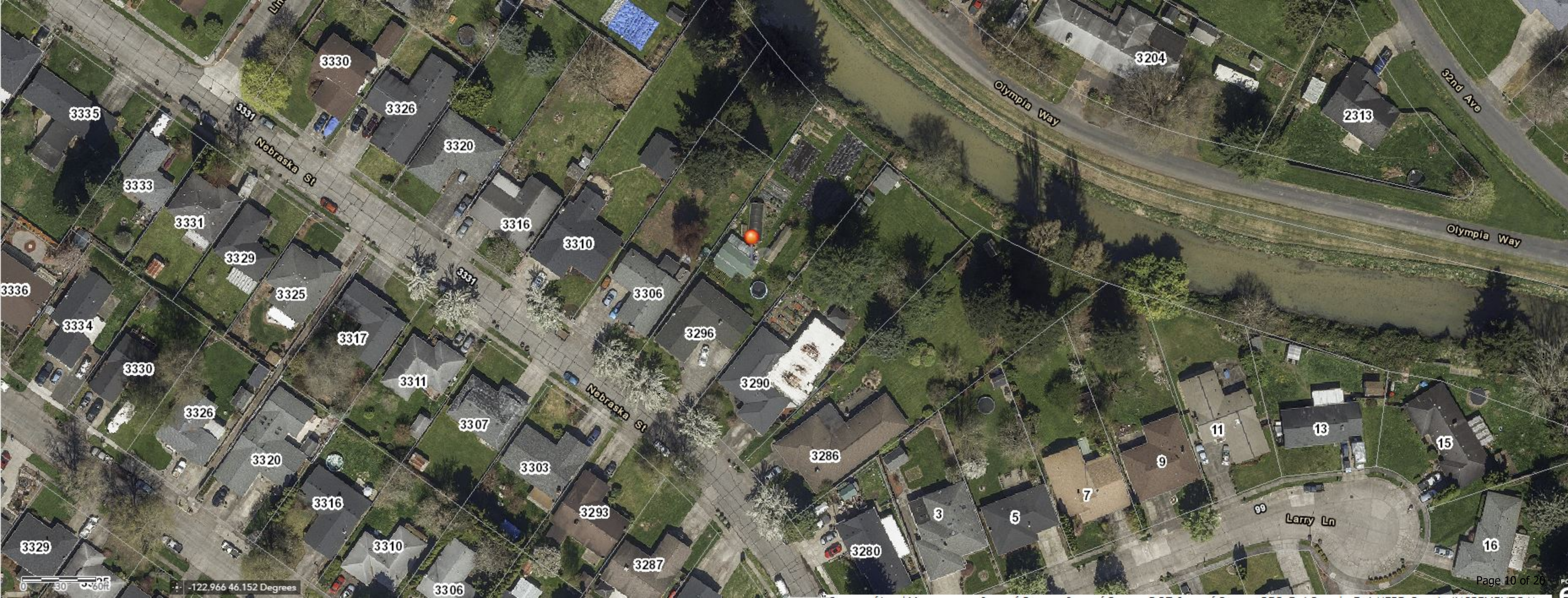
RECOMMENDATION

Motion to grant approval for Special Property Use application ABA2025-8 by Joshua Wenzek based on the findings and conclusions and subject to the conditions in the staff report dated August 4th, 2025.

EXHIBITS

- A. Aerial Image
- B. ADU Plans
- C. Legal Notice of Public Hearing TDN
- D. Application

Staff Report Date: Monday, August 4th, 2025



3335

3330

3326

3320

3204

2313

Nebraska St

Olympia Way

32nd Ave

Olympia Way

3333

3331

3329

3325

3317

3311

3316

3310

3306

3296

3290

3336

3334

3330

3326

3320

3316

3310

3306

3307

3303

3293

3287

3296

3290

3286

3280

Nebraska St

11

13

15

7

9

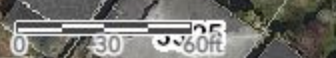
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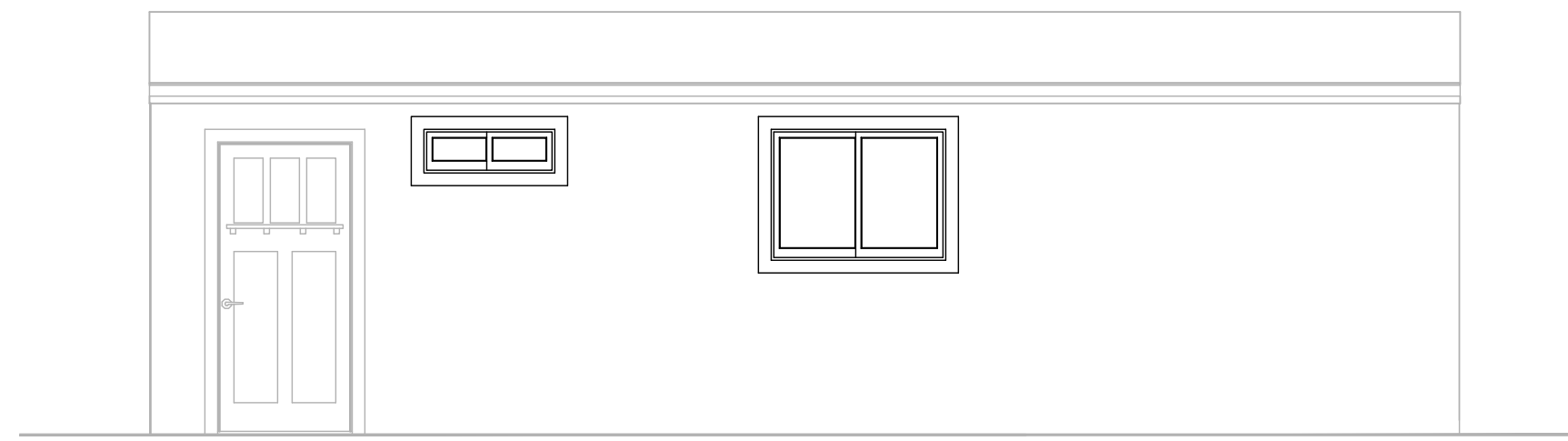
99

Larry Ln

16



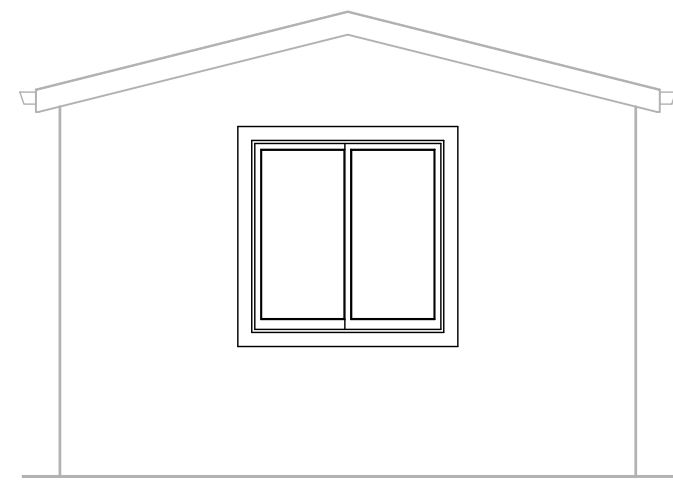
-122.966 46.152 Degrees



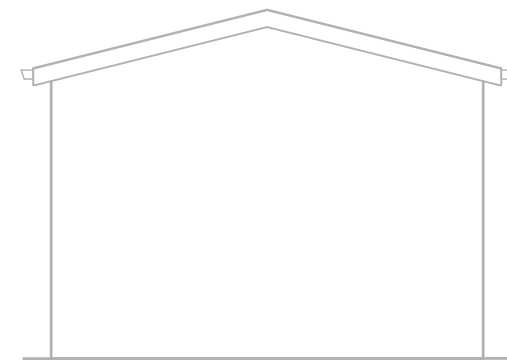
FRONT ELEVATION (NEW)
SCALE: 1/4" = 1'-0"



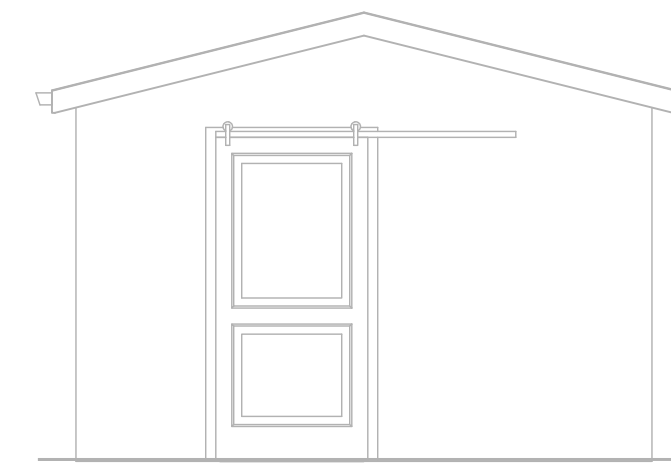
FRONT ELEVATION (EXISTING)
SCALE: 3/16" = 1'-0"



LEFT ELEVATION (NEW)
SCALE: 1/4" = 1'-0"



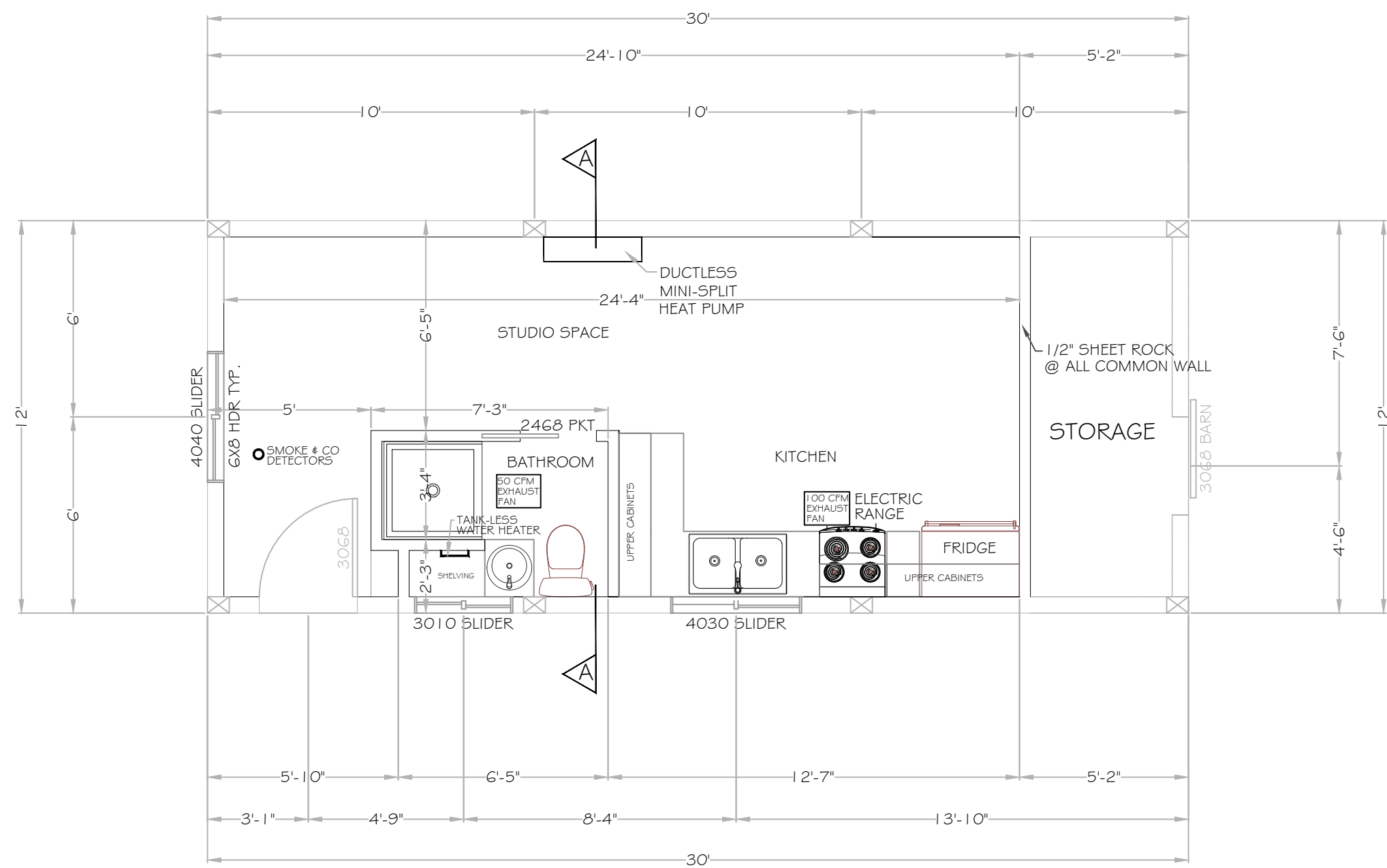
LEFT ELEVATION (EXISTING)
SCALE: 3/16" = 1'-0"



RIGHT ELEVATION (EXISTING, NO CHANGE)
SCALE: 1/4" = 1'-0"



REAR ELEVATION (EXISTING, NO CHANGE)
SCALE: 1/4" = 1'-0"



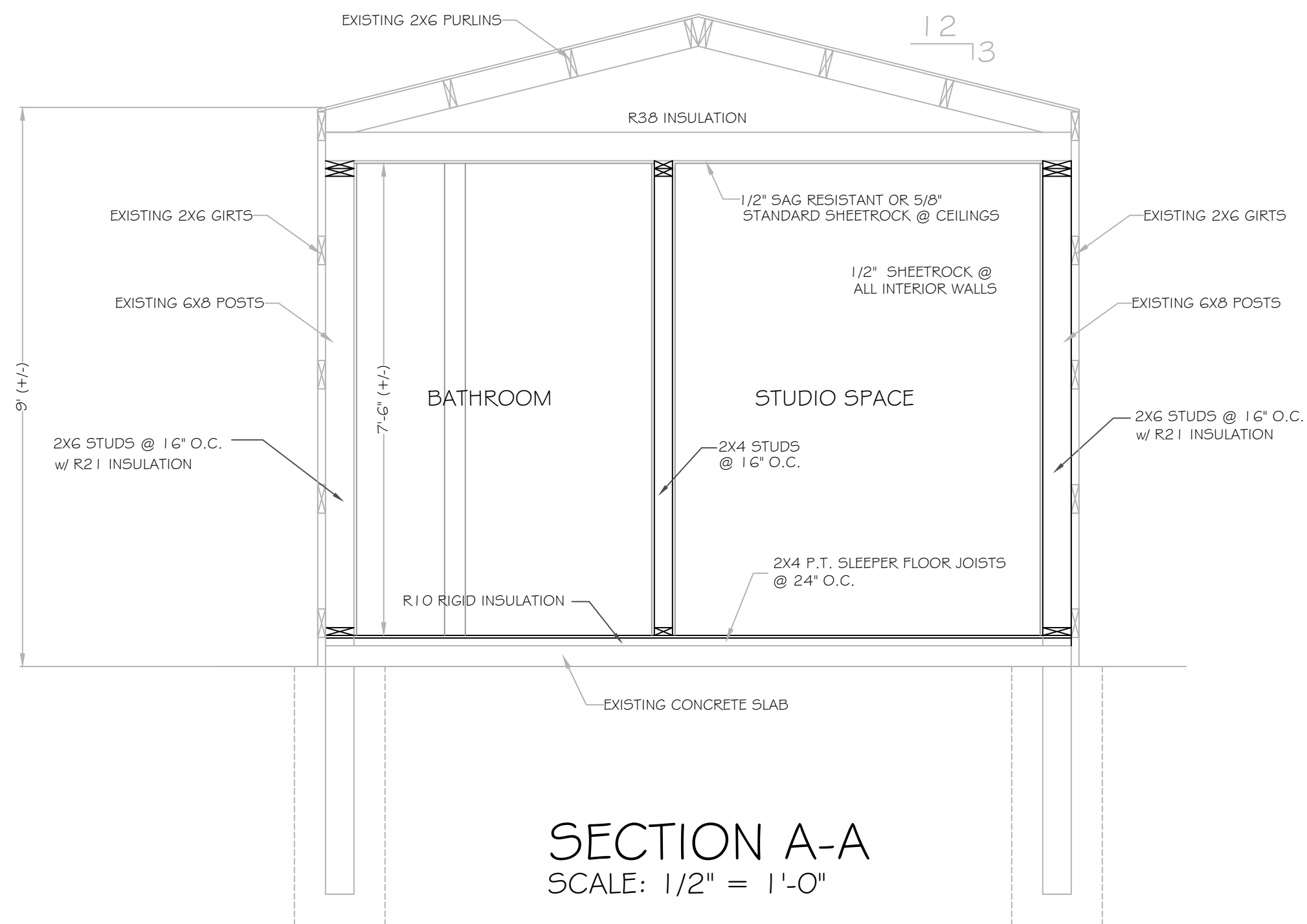
FLOORPLAN
SCALE: 1/4" = 1'-0"

LIVING SPACE- 302 SQUARE FEET
STORAGE- 58 SQUARE FEET

ELEVATION- 82 FEET
SNOW- 20 #/SQ. FT.

ENERGY CODE CREDITS - 2.0 REQUIRED

HEAT OPTION	FUEL NORMALIZATION DESCRIPTIONS	CREDIT
5	INVERTER-DRIVEN DUCTLESS MINI-SPLIT HEAT PUMP	2.0



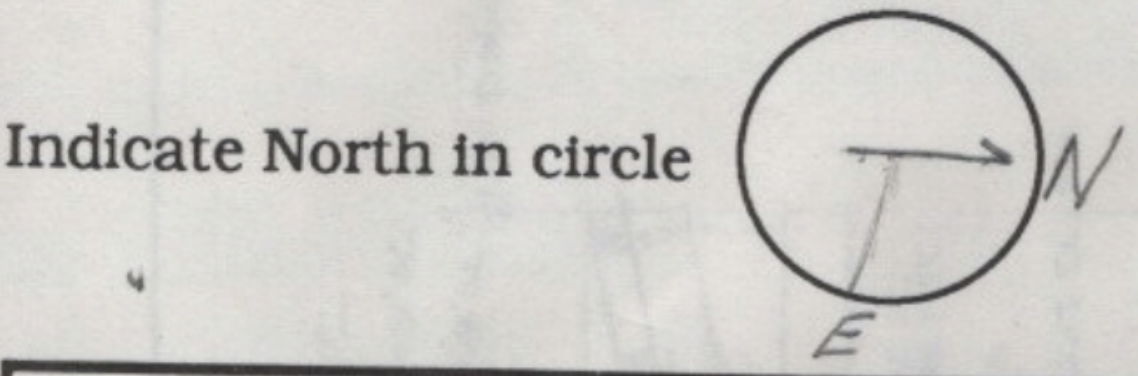
SECTION A-A
SCALE: 1/2" = 1'-0"

CONTRACTOR RESPONSIBLE TO INSPECT
PLANS FOR ERRORS AND OMISSIONS

CITY OF LONGVIEW, WASHINGTON
 Planning & Building Department
 Plot Plan

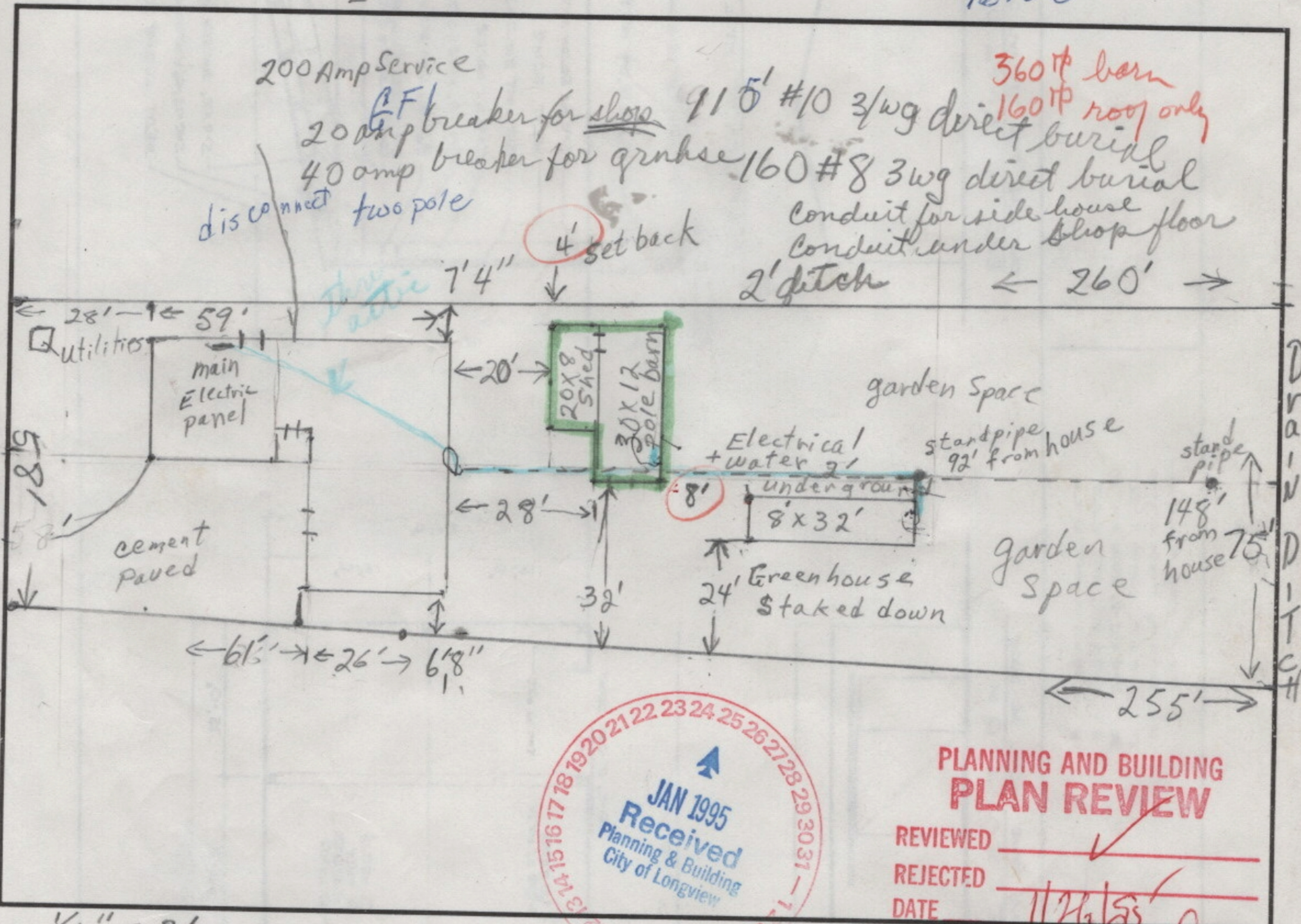
Address: 3296 Nebraska Owner: Terrence E Mirack

Legal Description: Lot _____, Block _____, Addition _____



\$4900
 Draw to scale if possible.

76.50



**PLANNING AND BUILDING
 PLAN REVIEW**

REVIEWED ✓
 REJECTED _____
 DATE 1/26/95
 INSPECTOR Kennel

1/16" = 2'
 For new building provide the following information in the space above:

1. Lot dimensions and property lines.
2. Street location and any existing or proposed driveways.
3. Any proposed and existing structures, their use, their dimensions and distances to each other and property lines.
4. All easements (utility, access, etc.)

425-1297

CITY OF LONGVIEW

Notice of Public Hearing

Longview Appeal Board of Adjustment

4:30 P.M. Tuesday, August 12th, 2025, for a “hybrid” in-person or virtual meeting.

Join Zoom Meeting.

<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 2025-8

Applicant: Taylor Bigley

Location: 3296 Nebraska St, Longview, WA

Request: Special Property Use permit (SPU) in accordance with LMC 19.12.050 & LMC 19.20.025 for a detached accessory dwelling unit (ADU) at 3296 Nebraska St.

Copies of the associated documents are available for review online at Mylongview.com under “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 August 12th, 2025, to the City of Longview Community Development Department, PO Box 128, Longview WA 98632, ATTN. Irene Rutikanga. For electronic comments, provide your comments along with full name, address and contact information to irener@ci.longview.wa.us RE: ABA 2025-8.

Public Hearing: You are invited to attend the Appeal Board of Adjustment public hearing scheduled for 4:30 p.m. Tuesday August 12th, 2025, either in-person at Longview City Hall Council Chambers. 1525 Broadway Street, OR on the virtual meeting platform Zoom (on-line or phone-in.)

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



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: Joshua Wenzek _____ Phone: 808-987-5846 _____
(Print All Information)

Mailing Address: 3296 Nebraska St _____ Fax: _____
(Street or PO Box)

City: Longview _____ State: WA _____ Zip: 98632 _____

Property Owner: SAME _____ Phone: _____

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

City: _____ State: _____ Zip: _____

Applicant: Taylor Bigley _____ Phone: 360-562-5453 _____
(Print All Information)

Mailing Address: 221 Umiker Rd. _____ Email: taylormade28@gmail.com
(Street or PO Box)

City: Castle Rock _____ State: WA _____ Zip: 98611 _____

Relationship to Property Owner: Contractor _____

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: We are remodeling an existing pole barn with water, sewer, and power into an ADU.

Address of Property: 3296 Nebraska St Longview WA 98632 Parcel No. 03344041

Comprehensive Plan Designation: Low density residential Zoning District: R1

Current Use of Property: Primary residence

Gross land area of the site to be developed: 240 Square Feet

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

Describe any existing structures on the site: 3 bd, 2 bath house w/ attached garage. 20'x30' pole barn w/ water, sewer, power. Greenhouse.

Number and surface type of all existing driveways at the site: one concrete driveway and four car parking surface

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

Describe signage proposed for the land use requested: None

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

North: R1 Current Land Uses: Low density residential

South: R1 Current Land Uses: Low density residential

East: R1 Current Land Uses: Low density residential

West: R1 Current Land Uses: Low density residential

Describe any Critical Areas identified on or located within 300 feet of the site: the slough runs at the end of our property.

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: Residential _____

Describe how parking will be accommodated for the proposed use: The driveway/parking area accommodates three cars. There is also a two car garage and parking for two cars on the street in front of the house

Describe how the proposed use will impact traffic circulation: The ADU is a studio apartment for one occupant. Said resident will only have one car (if that). The ADU is close to shopping and commerce so biking is convenient.

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: ~~\$460~~ ^{\$463.00} *JA*

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: Joshua Wenzek _____ Date: 6/20/2025 _____

Signature of Property Owner: _____ Date: _____

Signature of Applicant: _____ Date: _____

(If different than property owner)