



City of Longview

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

Agenda

Planning Commission

Wednesday, October 1, 2025

7:00 PM

City Hall

The City Hall is accessible for persons with disabilities. Special equipment to assist the hearing impaired is also available. Please contact the City Executive Offices at 360.442.5004 48 hours in advance if you require special accommodations to attend the meeting.

Please click the link below to join the webinar:

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1. **ROLL CALL**
2. **APPROVAL OF MINUTES**
25-00899 PC Minutes of September 3, 2025
3. **AUDIENCE PARTICIPATION OR CORRESPONDENCE**
4. **DECLARATION OF EX-PARTE COMMUNICATIONS AND APPEARANCE OF FAIRNESS**
5. **PUBLIC HEARINGS**
6. **NON-PUBLIC HEARING ITEMS**
25-00900 Workshop - Proposed Amendments to LMC 19.77 – Shared Driveways
25-00901 Comprehensive Plan Update - Timeline, road map
25-00902 Critical Areas update
7. **OTHER BUSINESS**
8. **PLANNER'S REPORT**
9. **DIRECTOR'S REPORT**
10. **ADJOURNMENT**



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Minutes

Agenda

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2025

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1. **ROLL CALL**

Chairman Collins called the meeting to order at 7:00 p.m.

Present: Member Craig Collins, Member Trey Davis, Member Jeff Rauth, Member Ramona Leber, Member Randy Knox, Member Alison Moss

Excused: Member Jerry Stinger

Staff Present: Nick Little, Community Development Director; Sam Barham, City Engineer; Irene Rutikanga, Planner; Lisa Vertrees, Administrative Assistant

2. **APPROVAL OF MINUTES**

A motion was made by Member Ramona Leber, seconded by Member Randy Knox, to approve the regular meeting minutes of August 6, 2025. The motion passed unanimously.

[ITEM_ID] PC Minutes of August 6, 2025

3. **AUDIENCE PARTICIPATION OR CORRESPONDENCE**

None unrelated to the Public Hearing item.

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

Read into record.

A citizen did raise issues of meeting notification and posting of meeting.

Member Randy Knox noted he was familiar with someone related to the applicant's family, and a member of the audience but it does not affect his bias.

5. **PUBLIC HEARINGS**

[ITEM_ID] PC 2025-5 48th Ave. Planned Unit Development (PUD)

Mr. Rutikanga presented the staff report on screen.

Of note: Traditional Neighborhood Residential zoning proposal; zero lot line standards; Planned Unit Development (PUD); bussing to school, walking route and sidewalks; drainage improvements and mitigation.

Member Alison Moss mentioned adjusting the Open Spaces portion to be sure it is stated correctly - open to the public but maintained by the HOA. Mr. Rutikanga said there is a public access easement and edits can be made to clear that section up.

Chairman Collins opened the public hearing. The following citizens spoke:

Julie - resident. Against the PUD.

James Kliewer - Charles St. resident. Against the PUD. Claims his views of the wetland will be blocked.

Woody Dudley - Against the PUD. Traffic concerns, taxes rising, crowding.

Brenda Corser - property owner. Defended project. An asset to the community, impressed with Hinton Developers, family-affordable housing.

Amanda - resident. Against the PUD. Grew up on 48th and Debbie. Concerned with drainage, traffic, taxes.

Billie Ann Clevenger - resident. Against the PUD. Strongly opposed and wants to keep the wetlands for the geese. Project will take away quality of life.

Billie Jo Clevenger - resident. Against the PUD. No privacy, flooding, road is not adequate. Feels due diligence has not been done.

Jeff Roy - Charles St. resident. Against the PUD. View will be impacted, no privacy. Kids won't be able to play safely.

Darcie Chess - Charles St. resident. Very concerned with privacy. Worried about her tall tree.

Marvin McCully - 46th St. resident. Against the PUD. Helped gather petition signatures.

Amanda (second time) - Claims crime rate will increase.

Scott Taylor - SGA Engineering. Representing the landowner and developer. Project meets the requirements of City and County codes. Answered citizen concerns - larger backyards, two-story homes, stormwater detention, landscaping, etc.

Member Alison Moss - noted the turn lane at the intersection should extend to 450'.

City Engineer Sam Barham - that will be an amended condition on the developer.

Member Randy Knox - Questioned the sale price per unit. (unknown at this time)

Laura - citizen. Concerned with the aesthetics of buying a home and feels this would take away home values.

Billie Ann Clevenger (second time) - wondering if this can be put off until review of the 2026 Comprehensive Plan.

CED Director Nick Little - Not anticipating major changes to the comp plan and there is no legal basis for delay.

Woody Dudley (second time) - What is the price of affordable housing?

Darcie Chess (second time) - Feels this area will be a "guinea pig" as nothing like this currently in Longview.

Hearing no further speakers, Chairman Collins closed the public hearing.

A motion was made by Member Alison Moss, seconded by Member Ramona Leber, to approve the 48th Ave. Planned Unit Development proposal subject to the Conditions of Approval as proposed by staff, with two revisions to the Conditions of Approval. The revised conditions:

i. New Condition: The applicant shall re-stripe and extend the northbound left turn lane at Ocean Beach Hwy and 38th Avenue for 450 feet, in accordance with the recommendations contained in the Charbonneau Traffic Study associated with the project.

ii. Revised Condition #6: A public easement shall be established and shown on the final plat indicating that the open space tract and recreational amenities shall remain open and accessible for public use. A plat note to this effect, subject to City of Longview review and approval, shall be placed on the face of the final plat.

Member Randy Knox feels the Commission should take the petition and cost of housing into

consideration. Chairman Collins noted the proposal has met City requirements and school district concerns voiced by the Planning Commission. Member Trey Davis said this is a difficult one, but there is a duty to consider the experts in the City, as well as the zoning plan and comprehensive plan.

The motion passed by the following vote: 5 aye, 1 nay.

6. NON-PUBLIC HEARING ITEMS

None at this time.

7. OTHER BUSINESS

None at this time.

8. PLANNER'S REPORT

- * Resubmittal received for Oak St. project
- * 33rd Ave. cottage housing project submitted
- * Food truck ordinance update still in progress

Public Works

- * Wrapping up Cloney Park project
- * Bid out for inclusive Cloney Park improvements
- * Mt. Solo waterline project
- * Signal improvement project - Tennant Way

9. DIRECTOR'S REPORT

- * Shared driveways - final input. Schedule workshop for the October Planning Commission meeting.
- * Will provide a timeline/road map for the comp plan update at the October meeting.

10. ADJOURNMENT

The next regular Planning Commission meeting is scheduled for October 1, 2025.

With no further business to discuss, Chairman Collins adjourned the meeting at 8:52 p.m.

Lisa Vertrees, Recorder



TO: Longview Planning Commission

FROM: Nick Little, Community Development Director

MEETING DATE: October 1, 2025

SUBJECT: Summary of Proposed Amendments to LMC 19.77 – Shared Driveways

Purpose of the Update

The original adoption of LMC 19.77 in 2024 was a strong first step in establishing a framework for shared driveways. It provided a foundation for supporting infill housing, improving access, and encouraging efficient land use. Now that the ordinance has been in use for a short time, staff has had the opportunity to apply its provisions in real-world scenarios and identify areas where the code can be refined.

The proposed revisions represent a continuation of those initial efforts—building on what worked well while making the ordinance more user-friendly, both for staff administering the code and for the public navigating the development process. These updates aim to improve clarity, consistency, and safety, while maintaining flexibility where appropriate.

The proposed amendments to the Shared Driveways code (LMC 19.77) are intended to clarify applicability, improve safety and access standards, and provide a more user-friendly and enforceable framework for shared driveway development. The revisions also introduce a new section allowing for administrative flexibility under specific conditions.

Summary of Key Changes

The table below outlines the major differences between the **existing ordinance** and the **proposed draft (V1.4 Clean)**:

Comparison Table: Existing vs. Draft Ordinance

<i>Section / Topic</i>	<i>Existing Ordinance</i>	<i>Draft Ordinance (V1.4)</i>
Title (19.77.010)	No change	No change
Purpose & Intent (19.77.020)	Lists 6 goals related to housing and land use	Same 6 goals retained
Applicability (19.77.030)	Applies to areas classified as “Residential”	Clarified to include: <ul style="list-style-type: none"> • All new shared driveways • Upgrades/extensions with added units • Substantial reconstruction (>50% of length)
Authority & Administration (19.77.040)	Applications submitted to Building and Planning/Community Development	Updated to Community and Economic Development Department

→ **Development Standards (19.77.050)**

<i>Standard</i>	<i>Existing Ordinance</i>	<i>Draft Ordinance (V1.4 Clean)</i>
Overhead Clearance	Not specified	Minimum 13.5 feet required

<u>Standard</u>	<u>Existing Ordinance</u>	<u>Draft Ordinance (V1.4 Clean)</u>
Fire Access to Structures	General reference to fire marshal standards	Must provide access within 150 feet of all habitable structures and large non-habitable structures
Addressing	Not addressed	Required at driveway entrance and intersections; must meet size and visibility standards
Surface Requirements	General all-weather surface required	Detailed specs: <ul style="list-style-type: none"> • First 50 ft paved (asphalt or concrete) • Remainder may be compacted gravel • Construction specs provided
Turnarounds	Required for 3+ lots	Must comply with Appendix D of 2021 IFC ; required every 300 feet unless turnouts are approved
Driveway Width	12–20 ft depending on number of units	<ul style="list-style-type: none"> • 14 ft for 2–3 dwellings • 20 ft for 4+ dwellings
Easement Width	20–30 ft depending on number of units	Same widths, but clarified by number of dwellings served
Maintenance Agreement	Not required	Required and must be recorded with Cowlitz County Auditor ; includes surfacing, drainage, signage, vegetation control
Driveway Naming	Not addressed	Required for 5+ dwellings ; subject to approval by Cowlitz 911 and Longview Fire Department

Other Additions

Section	Existing Ordinance	Draft Ordinance (V1.4 Clean)
Modifications (19.77.055)	Not included	New section: Fire Marshal may approve modifications with concurrence from City Engineer and Building Official, if safety/access are maintained
Definition (LMC 19.09.197)	Not included	New definition of “Shared Driveway” added; excludes multi-family developments
Appendix A	Not included	New appendix for private access signage standards.

Recommended Replacement Table for LMC 19.77.050

To improve usability and clarity, staff recommends replacing the existing standards table with the following matrix format, which aligns with the revised ordinance language:

Shared Driveway Standards Matrix

<i>Standard</i>	<i>2–3 Dwellings</i>	<i>4+ Dwellings</i>
Overhead Clearance	13.5 ft	13.5 ft
Fire Access to Structures	Within 150 ft of all structures	Same
Addressing	Required at entrance & intersections	Same

<u>Standard</u>	<u>2-3 Dwellings</u>	<u>4+ Dwellings</u>
Surface – First 50 ft	Paved (asphalt or concrete)	Paved (asphalt or concrete)
Surface – Beyond 50 ft	All-weather (e.g., compacted gravel)	Same
Turnarounds	Required if driveway >300 ft	Required at terminus and every 300 ft unless turnouts approved
Driveway Width	14 ft minimum	20 ft minimum
Easement Width	20 ft minimum	30 ft minimum
Maintenance Agreement	Required (recorded with County Auditor)	Same
Driveway Naming	Not required	Required for 5+ dwellings; subject to 911/Fire Dept. approval

Next Steps

- Receive feedback from Planning Commission and make changes as needed or appropriate
- Issue SEPA determination and begin Commerce’s 60-day review period
- Hold hearing with a tentative schedule for November 2025
- Move ordinance to City Council for review and possible adoption in December 2025

Chapter 19.77
SHARED DRIVEWAYS

Sections:

- 19.77.010 Title.
- 19.77.020 Purpose and intent.
- 19.77.030 Applicability.
- 19.77.040 Authority and administration.
- 19.77.050 Development standards and requirements.
- 19.77.055 Modifications
- 19.77.060 Enforcement.
- 19.77.070 Severability.

19.77.010 Title.

This chapter shall be known and may be cited as the “City of Longview Shared Driveways Ordinance.” (Ord. 3510 § 1, 2024).

19.77.020 Purpose and intent.

It is the intent of this chapter to:

- (1) Support the city’s goals for economic development and associated housing;
- (2) Encourage the efficient use of land in areas of existing public services;
- (3) Provide diverse housing options;
- (4) Encourage affordability, creativity and variety in housing design and site development;
- (5) Promote a variety of housing choices to meet the needs of a population with a variety of individual needs;
- (6) Allow for an infill of residential style housing. (Ord. 3510 § 1, 2024).

19.77.030 Applicability.

The regulations contained in this chapter shall apply in areas classified as “Residential” in the Longview Comprehensive Plan. The development standards and requirements of this ordinance shall apply to the following:

- (a) All new shared driveways;
- (b) The upgrading or extension of existing shared driveways when additional lots or dwelling units are added;
- (c) Any substantial reconstruction or relocation of an existing shared driveway. Reconstruction or relocation of an existing shared driveway is considered substantial when more than 50% of the length of an existing shared driveway is relocated or reconstructed.

(Ord. 3510 § 1, 2024).

19.77.040 Authority and administration.

All applications under this chapter shall be made to the city of Longview Community and Economic Development Department. The director or his/her designee in consultation with the city engineer and fire marshal shall administer, interpret, and enforce the provisions of this chapter and shall provide such forms and establish such procedures as may be necessary to administer this chapter. All new or revised driveways that include city of Longview right-of-way require a right-of-way permit from the public works department prior to construction or demolition. All development will meet the city of Longview public works standards. (Ord. 3510 § 1, 2024).

19.77.050 Development standards and requirements.

- (1) Shared driveways shall meet the following minimum standards:

(a) Overhead Clearance. All shared driveways shall provide for a minimum overhead clearance of 13.5 feet clear of all obstructions, including structures and/or overhanging vegetation.

(b.) Access to Structures. All shared driveways shall provide fire apparatus access to within 150 feet of all first-floor exterior walls of habitable structures, as well as non-habitable structures in excess of 3,600 square feet. When structural placement has not yet been determined, measurement shall be taken from the most remote location on the site capable of supporting a structure and considering required setbacks.

(c) Addressing. Address numbers for all properties served by a shared driveway shall be posted at the shared driveway entrance where it connects to public right-of-way and at the intersection of individual driveways where they connect to the shared driveway. Address numbers shall be a minimum of five (5) inches high, with a minimum stroke width of one-half (0.5) inch, and shall not be sight obscured. Location and height of driveway address signs are subject to Fire Marshal approval.

(d) Surface. Shared driveways, including fire apparatus turnarounds, shall be a paved or concrete surface, or other approved alternative, pursuant to the surfacing requirements of LMC 19.78.060. For shared driveways over 150 feet in length, only the first 50 feet shall be required to meet this hard surfacing requirement. The remainder of the driveway, including any required turnarounds, shall provide an all-weather (e.g. compacted gravel) driving surface.

i. Hard surfaces shall be a minimum of three (3) inches of asphalt over four (4) inches of compacted crushed rock, or four (4) inches of concrete over four (4) inches of compacted crushed rock.

ii. Gravel surfaces shall be a minimum of six (6) inches of compacted crushed rock. Gravel shall be compacted to a firm, unyielding surface sufficient to support the occasional passage of emergency vehicles, subject to Fire Marshal approval.

iii. Alternatives to the above may be allowed, subject to approval from the Fire Marshal and City Engineer

(d) Turnarounds. Emergency vehicle turnarounds shall be provided at the terminus of any shared driveway and constructed in accordance with Appendix D of the 2021 International Fire Code, or as amended. Additional turnarounds shall be provided such that no portion of the shared driveway extends more than 300 feet without an approved turnaround. Pursuant to the criteria in LMC 19.77.055, the Fire Marshal may allow fire turnouts along the length of the road in lieu of multiple turnarounds.

(f) Width. Shared driveways serving two (2) to three (3) dwellings shall have a minimum driving surface of 14 feet. Shared driveways serving four (4) or more dwellings shall have a minimum driving surface of 20 feet.

(g) Access Easements. Shared driveways serving two (2) or three (3) dwellings shall have a minimum easement width of 20 feet. Shared driveways serving four (4) or more dwellings shall have a minimum easement width of 30 feet. Access easements are privately owned and maintained by the property owners being served and are not the responsibility of the city

(h) Driveway Maintenance. A shared driveway maintenance agreement, covenant, or other instrument shall be put into place to ensure ongoing maintenance of the shared driveway in perpetuity. At minimum, the document shall include provisions for periodic and as-needed maintenance of the shared driveway, including road surfacing, drainage/stormwater facilities, driveway signage, and vegetation control. Said instrument shall be recorded with the Cowlitz County Auditor prior to approval of any plat with lots served by the shared driveway, or prior to occupancy of any dwelling on an existing lot utilizing said shared driveway.

(i) Driveway Naming. Shared driveways serving 5 or more dwellings shall be a named access. Shared driveway names are subject to approval by Cowlitz 911 and the Longview Fire Department and shall not be phonetically similar to other existing road or street names in the area. Private Access signage shall be installed at the beginning of the access, and shall meet the text and dimensional standards as shown in [Appendix A](#). Sign location shall be subject to approval from the Fire Marshal and the City Engineer.

19.77.055 Modifications

The Fire Marshal is authorized to approve modifications to the development standards identified in 19.77.050, subject to review and concurrence by the City Engineer and Building Official. A modification to the development standards may be approved if the following criteria are met:

- (a) The proposed modification will not adversely affect the ability of emergency vehicles to access the dwelling nor adversely affect fire department operations; and
- (b) Adequate mitigation is provided to offset any potential impacts to fire or life safety presented by the requested modification. Typical mitigation measures include automatic sprinkler systems designed and installed in compliance with NFPA Standards 13, 13R, or 13D for any habitable structure served by the shared driveway; and
- (c) Adequate provisions are made for utility access, stormwater management, and infrastructure protection;
- (d) The proposed modification will not compromise vehicular or pedestrian safety.

19.77.060 Enforcement.

City of Longview Community and Economic Development Department is hereby charged with enforcement of this chapter in relation to private property. Consultation with the city of Longview Public Works Department will take place as needed in regard to rights-of-way. (Ord. 3510 § 1, 2024).

19.77.070 Severability.

If any section, subsection, clause, phrase or word in this chapter is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such section shall be deemed a separate provision and such holding shall not affect the validity of the remaining portions of this chapter. (Ord. 3510 § 1, 2024).

Additions to LMC 19.09, Definitions:

LMC 19.09.197

Driveway, shared: means a private vehicular access serving more than one lot, parcel, or dwelling that provides access from a public street to the properties served. A shared driveway is privately maintained jointly by the benefitted property owners. Access to multi-family apartments, condominiums, or similar multi-family development is not considered a shared driveway for the purposes of administering the provisions of LMC 19.77.

- Compaction/loading added to surface requirements
- Address signs/road signs (Appendix)
- Changes to dwelling #s for consistency (surface/easement width/driveway width)
- Turnaround clarification – added reference to Appendix D, 2021 IFC
- Added remote location clarification to access to structures
- Shared Driveway Definition added to LMC 19.09
- Updated maintenance agreement section language to separate timing requirements for existing lots vs. lots in a plat.
- Amended turnaround section language.
- Updated terminology in signage section
- Created Appendix A – private access sign standards

LMC 19.77, Appendix A – Named Access Sign Standards

(Not to scale)



KONA PLACE
PRIVATE ACCESS

Sign Dimensions:

- Two-sided
- 18-30 inches wide
- 9 inches high
- .080 gauge aluminum
- 3/4 inch radius corners
- Reflective white

Text Dimensions:

- 4 inch, bold block letters
- Secondary text 2 inches high, block letters
- One inch spacing top and bottom
- Text centered on sign

Chapter 19.77

SHARED DRIVEWAYS

Sections:

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- 19.77.020 Purpose and intent.
- 19.77.030 Applicability.
- 19.77.040 Authority and administration.
- 19.77.050 Development standards and requirements.
- 19.77.055 Modifications
- 19.77.060 Enforcement.
- 19.77.070 Severability.

19.77.010 Title.

This chapter shall be known and may be cited as the “City of Longview Shared Driveways Ordinance.” (Ord. 3510 § 1, 2024).

19.77.020 Purpose and intent.

It is the intent of this chapter to:

- (1) Support the city’s goals for economic development and associated housing;
- (2) Encourage the efficient use of land in areas of existing public services;
- (3) Provide diverse housing options;
- (4) Encourage affordability, creativity and variety in housing design and site development;
- (5) Promote a variety of housing choices to meet the needs of a population with a variety of individual needs;
- (6) Allow for an infill of residential style housing. (Ord. 3510 § 1, 2024).

19.77.030 Applicability.

The regulations contained in this chapter shall apply in areas classified as “Residential” in the Longview Comprehensive Plan. The development standards and requirements of this ordinance shall apply to the following:

- (a) All new shared driveways;
- (b) The upgrading or extension of existing shared driveways when additional lots or dwelling units are added;
- (c) Any substantial reconstruction or relocation of an existing shared driveway. Reconstruction or relocation of an existing shared driveway is considered substantial when more than 50% of the length of an existing shared driveway is relocated or reconstructed.

(Ord. 3510 § 1, 2024).

19.77.040 Authority and administration.

All applications under this chapter shall be made to the city of Longview ~~building and planning/community development~~Community and Economic Development Department. The director or his/her designee in consultation with the city engineer and fire marshal shall administer, interpret, and enforce the provisions of this chapter and shall provide such forms and establish such procedures as may be necessary to administer this chapter. All new or revised driveways that include city of Longview right-of-way require a right-of-way permit from the public works department prior to construction or demolition. All development will meet the city of Longview public works standards. (Ord. 3510 § 1, 2024).

19.77.050 Development standards and requirements.

(1) ~~Two options exist for review of a shared access:~~ Shared driveways shall meet the following minimum standards:

(a) Overhead Clearance. All shared driveways shall provide for a minimum overhead clearance of 13.5 feet clear of all obstructions, including structures and/or overhanging vegetation.

(b.) Access to Structures. All shared driveways shall provide fire apparatus access to within 150 feet of all first-floor exterior walls of habitable structures, as well as non-habitable structures in excess of 3,600 square feet. When structural placement has not yet been determined, measurement shall be taken from the most remote location on the site capable of supporting a structure and considering required setbacks.

(c) Addressing. Address numbers for all properties served by a shared driveway shall be posted at the shared driveway entrance where it connects to public right-of-way and at the intersection of individual driveways where they connect to the shared driveway. Address numbers shall be a minimum of five (5) inches high, with a minimum stroke width of one-half (0.5) inch, and shall not be sight obscured. Location and height of driveway address signs are subject to Fire Marshal approval.

(d) Surface. Shared driveways, including fire apparatus turnarounds, shall be a paved or concrete surface, or other approved alternative, pursuant to the surfacing requirements of LMC 19.78.060. For shared driveways over 150 feet in length, only the first 50 feet shall be required to meet this hard surfacing requirement. The remainder of the driveway, including any required turnarounds, shall provide an all-weather (e.g. compacted gravel) driving surface.

i. Hard surfaces shall be a minimum of three (3) inches of asphalt over four (4) inches of compacted crushed rock, or four (4) inches of concrete over four (4) inches of compacted crushed rock.

ii. Gravel surfaces shall be a minimum of six (6) inches of compacted crushed rock. Gravel shall be compacted to a firm, unyielding surface sufficient to support the occasional passage of emergency vehicles, subject to Fire Marshal approval.

iii. Alternatives to the above may be allowed, subject to approval from the Fire Marshal and City Engineer

(d) Turnarounds. Emergency vehicle turnarounds shall be provided at the terminus of any shared driveway and constructed in accordance with Appendix D of the 2021 International Fire Code, or as amended.

Additional turnarounds shall be provided such that no portion of the shared driveway extends more than 300 feet without an approved turnaround. Pursuant to the criteria in LMC 19.77.055, the Fire Marshal may allow fire turnouts along the length of the road in lieu of multiple turnarounds.

(f) Width. Shared driveways serving two (2) to three (3) dwellings shall have a minimum driving surface of 14 feet. Shared driveways serving four (4) or more dwellings shall have a minimum driving surface of 20 feet.

(g) Access Easements. Shared driveways serving two (2) or three (3) dwellings shall have a minimum easement width of 20 feet. Shared driveways serving four (4) or more dwellings shall have a minimum easement width of 30 feet. Access easements are privately owned and maintained by the property owners being served and are not the responsibility of the city

(h) Driveway Maintenance. A shared driveway maintenance agreement, covenant, or other instrument shall be put into place to ensure ongoing maintenance of the shared driveway in perpetuity. At minimum, the document shall include provisions for periodic and as-needed maintenance of the shared driveway, including road surfacing, drainage/stormwater facilities, driveway signage, and vegetation control. Said instrument shall be recorded with the Cowlitz County Auditor prior to approval of any plat with lots served by the shared driveway, or prior to occupancy of any dwelling on an existing lot utilizing said shared driveway.

(i) Driveway Naming. Shared driveways serving 5 or more dwellings shall be a named access. Shared driveway names are subject to approval by Cowlitz 911 and the Longview Fire Department and shall not be phonetically similar to other existing road or street names in the area. Private Access signage shall be installed at the beginning of the access, and shall meet the text and dimensional standards as shown in [Appendix A](#). Sign location shall be subject to approval from the Fire Marshal and the City Engineer.

~~(a) Driveways and Joint Usage Driveways. Urban or rural driveways and joint usage driveways serving two or fewer lots have the minimum width or surfacing requirements of LMC 19.78.060. The minimum width of an access easement serving two or fewer lots is 20 feet.~~

~~(b) Access Easements. Property accesses serving four or more lots and more than 150 feet in length as measured from the connecting road near side right of way line to the farthest exterior wall of an occupied unit are access easements. Unless an alternate approved emergency vehicle access is provided, access easements shall also serve as an emergency vehicle access. Access easements are privately owned and maintained by the property owners being served and are not the responsibility of the city. Access easements shall have the following requirements:~~

- ~~(i) The minimum width of the tract or access easement serving four or more lots shall be 30 feet.~~
- ~~(ii) The base and surfacing shall provide a minimum all-weather driving surface constructed as an all-weather road.~~
- ~~(iii) Suitable drainage meeting applicable city right-of-way design standards shall be provided along the full length of the access easement.~~
- ~~(iv) Access easements serving three or more lots shall be via private road meeting the standards of the city of Longview fire marshal.~~

~~Consideration for a shared driveway does not exempt the applicant from meeting the standards required by public-works. Minimum lot frontage/width requirements in Table 19.20.030-1, Density and Dimensional Standards by Zone, may be offset with approval for an alternate frontage with approval from the community development director or designee, city engineer and fire marshal.~~

Table 19.77.050-1 Privately Owned Access Lanes—City of Longview, WA

Road Length (Feet)	150' or Less	Over 150'	Any Length
Total number of dwellings served	1—2	3+	4+
Road width (feet) Minimum	12'	20'	20'
Fire apparatus turn-around required	No	Yes	*
Fire lane signage required	No	Yes	*
Roadway height clearance	No height requirement	Minimum 13.5 feet	*

*Refer to previous two columns

~~Exception: Access roadway standards may be reduced if the building is protected by a complete automatic sprinkler system designed and installed in compliance with NFPA Standards 13, 13R or 13D with approval of the fire code official, unless access roads are otherwise required by other adopted codes or standards.~~

~~Exception: It is the intent of this section that if the most remote exterior wall location on all structures served by a lane can be reached within 150 feet of an approved fire lane then standard driveway widths may be used regardless of the number of units served. Where structural placement has not yet been determined, measurement shall be taken from the most remote location on the lots.~~

~~Note: Fire department standards for access requirements and apparatus specifications are available at mylongview.com and upon request from city staff.~~

~~(Ord. 3510 § 1, 2024).~~

19.77.055 Modifications

The Fire Marshal is authorized to approve modifications to the development standards identified in 19.77.050, subject to review and concurrence by the City Engineer and Building Official. A modification to the development standards may be approved if the following criteria are met:

- (a) The proposed modification will not adversely affect the ability of emergency vehicles to access the dwelling nor adversely affect fire department operations; and
- (b) Adequate mitigation is provided to offset any potential impacts to fire or life safety presented by the requested modification. Typical mitigation measures include automatic sprinkler systems designed and installed in compliance with NFPA Standards 13, 13R, or 13D for any habitable structure served by the shared driveway; and
- (c) Adequate provisions are made for utility access, stormwater management, and infrastructure protection;
- (d) The proposed modification will not compromise vehicular or pedestrian safety.

19.77.060 Enforcement.

City of Longview ~~department of building and planning/community development~~Community and Economic Development Department is hereby charged with enforcement of this chapter in relation to private property. Consultation with the city of Longview ~~Ppublic Wworks D~~epartment ~~_~~ will take place as needed in regard to rights-of-way. (Ord. 3510 § 1, 2024).

19.77.070 Severability.

If any section, subsection, clause, phrase or word in this chapter is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such section shall be deemed a separate provision and such holding shall not affect the validity of the remaining portions of this chapter. (Ord. 3510 § 1, 2024).

Additions to LMC 19.09, Definitions:

LMC 19.09.197

Driveway, shared: means a private vehicular access serving more than one lot, parcel, or dwelling that provides access from a public street to the properties served. A shared driveway is privately maintained jointly by the benefitted property owners. Access to multi-family apartments, condominiums, or similar multi-family development is not considered a shared driveway for the purposes of administering the provisions of LMC 19.77.

Change Log

- Compaction/loading added to surface requirements
- Address signs/road signs (Appendix)
- Changes to dwelling #s for consistency (surface/easement width/driveway width)
- Turnaround clarification – added reference to Appendix D, 2021 IFC
- Added remote location clarification to access to structures
- Shared Driveway Definition added to LMC 19.09
- Updated maintenance agreement section language to separate timing requirements for existing lots vs. lots in a plat.
- Amended turnaround section language.-
- Updated terminology in signage section
- Created Appendix A – private access sign standards



TO: Longview Planning Commission

FROM: Nick Little, Community Development Director

MEETING DATE: October 1, 2025

SUBJECT: 2025 Legislation Requiring Local Code Updates and Deadlines

Lot Splitting	ESSB 1096	July 27, 2027
Existing Building Conversion	HB 1757	June 30, 2026
Parking Preemption	HB 5184	May 2028
Child Care Zoning	ESSB 5509	May 2027
Comp Plan Deadline Extension	SB 5558	In Effect
Cannabis Advertising	ESB 5206	January 1, 2026
Organics Waste Management	HB 1497	July 2026
Curbside Recycling, EPR	SB 5184	
Comprehensive Plan Update	RCW 36.70A.130	December 31, 2026
Critical Areas Update	RCW 36.70A.130	December 31, 2026

Comprehensive Plan Chapters Assignments, By Staff

Introduction

Land Use

Housing

Economic Development

Natural Environment

Energy and Telecommunications

Transportation and Circulation


Public Facilities, Utilities, and Services

Historic Preservation

: Nick

: Irene

: Kenny

: Coordination w/Public Works (Sam, Morgan, Tim) and/or Parks (Justin)

Public Participation Opportunities

- Planning Commission, November 5, 2025
- Central Community Meeting, Nov/December 2025
- Planning Commission, December 3, 2025
- Planning Commission, January 6, 2026
- Optional: Second Community Meeting, January 2026

Other Outreach

- Project Website, City of Longview

Methods of Notification

- Publish notices in *The Daily News*
- Longview Lowdown
- City Press Release
- City Website – Frontpage and CED website
- Local Media – KLTV, KLOG, KUKN
- Social Media, City Facebook page
- Physical Posting – Library, City Hall, etc.

Documents to Research and Inform

- Parks Plan and Inventory
- Public Works TIP
- CIP list
- Downtown Plan

Prospective Timeline

October to November 2025 - Initial Chapter Review by Staff

- Data that needs updating, locating sources, acquiring data
- Identify G&P that are outdated or have been met
- Review relative to current ordinances, identify needed updates
- Look for other inconsistencies or outdated text/references
- Gather visioning info and data from City PIO from recent efforts

November 2025 to February 2026 - Public Meetings & Public Outreach

- Revisit Vision and goals at public meetings, solicit feedback
- Ongoing Planning Commission review and feedback
- Sort and categorize feedback (matrix)

January 2026 to May 2026 - Revise and Assemble Draft Chapters

- Make changes using data from initial review and public meetings
- Confirm compliance with required update elements

May 2026 to October 2026 - Final Reviews and Adoption

- SEPA Determination
- Planning Commission workshops/hearings
- Combined PC/CC Workshop
- City Council hearings