

Development Review Committee Agenda

Chehalis Building and Planning Department

MAY 8, 2024, at 9 A.M.

Meeting Location: Chehalis Airport Conference Room

Meeting Minutes:

Present at the meeting- Malissa Paulsen- Interim Community Development Manager/City Planner, Anne Feldman- Permit Technician, Angie Elder- Community Service Officer Police Department, Matt McKnight- Deputy Police Chief, Fritz Beierle- Streets/Stormwater Superintendent, Rick Mack- Fire Marshal, Lance Bunker- Interim City Manager/Public Works Director, Michael Thomas- Engineering Tech III, Justin Phelps- Waste Water Superintendent, Carol Ruiz- Interim City Engineer with Gibbs & Olson.

9:00 AM AC-24-015; 1600 N. National Ave Castleberry Commercial LED Signs

Applicant proposes to install two 10'x30' LED billboard signs back-to-back at 1600 N. National Ave. Lewis County Parcel 005609005000 is zoned CG-General Commercial.

- Off premise advertising would require a variance request. Must conform to free standing sign code CMC 17.86.090- Off Premises Advertising Signs- 250 Square feet max.
- Single tenant vs multi-tenant has differing signage code on size regulations.
- Will need to conform to zoning regulations/code relevant to the zone for the parcel per CMC 17.63
- Sign may not be placed in the Right of Way. 10' separation from sewer. Must meet sight distance requirements.
- If further building additions occur- there will need to be a fire access in in the fence in addition to the fire lane.

9:30 AM AC-24-016; 1582 Bishop Road Jesus Name Pentecostal Church

Applicant proposes site improvements to include paving of existing gravel parking, reconfigure driveway access, and construction of a new 24,000 sf recreation and assembly hall at 1582 Bishop Road. Lewis County Parcel 017702001000 is zoned CG-General Commercial.

- Planning- recommends a binding site plan to allow future development as the applicant moves along in the various proposed phases. This will save them time and money in the long run.
- Phase one is just paving- that does not change the existing use.
- Phase 2-3 will require- per the RCW, EV charging stations/EV-ready infrastructure.
- Phase 3 shows that at least part of the project is in the 200-foot shoreline area. Shoreline code will apply.
- Water- CFC charges will apply. Provide a 12-month comparable usage report to calculate CFCs. Cross connection control measure will be required for new and existing services.
- Sewer- CFC Charges will apply. Minimum 6" sewer lateral required, if using current connection, capacity study will be required.
- Storm- Project will trigger all minimum requirements per 2019 Stormwater Manual.
- Streets-Bishop Rd. is an arterial. The current ROW width is approx. 70feet. Min requirements for ROW width are 84-104 feet. Full frontage improvements required. Curb, gutter, sidewalk, streetlights, and ditches tight lined. Lewis County ROW. TIA required.
- Will need a TIA- Traffic Impact Analysis
- For phase 1- paving- refer to the 2019 Storm Water manual- a minimum of parts 6 and 7 of the manual will apply for treatment and retention of storm water
- Lewis county comment- would like to meet with the applicant to discuss moving the approaches.

- Phase 2 triggers the requirement for fire sprinklers and alarms.
- Will require a ECDA located on the property- will add a capital facilities charge
- If existing hydrant on the property- verify that it will be with in 400 feet of all portions of the buildings
- FDC- located in the field away from the building
- 12 inch address numbers for the buildings

10:00 AM SE-24-007; Annual 5K Run/Walk Charity Event

Special Event Permit for Better Homes & Garden Real Estate/ NW Home Team hosting their annual 5K run/walk charity event.

- We allow signs with ROW permit- will need a map of all sign locations- limited to one directional sign per block
- Use existing sidewalks and crosswalks
- PD Comment- try to avoid crossing busy intersections such as 20th and Market- PD cannot do traffic control so remind participants to use caution around moving vehicles.

Motion to approve made by Michael Thomas, Seconded by Matt McKnight- Motion to approve passes via vote.

10:30 AM SE-24-008; Law Enforcement Torch Run

Special Event Permit for Lewis County Law Enforcement, hosting their annual Torch Run.

No comments

Motion to approve by Michael Thomas, seconded by Fritz Beierle- Motion passes via vote.

10:45 AM SE-24-009; Community Farmers Market

Special Event Permit for Downtown annual Farmers Market located on Boistfort Street.

11:00 Interdepartmental staff meeting.

Join Zoom Meeting

<https://us06web.zoom.us/j/83910241095?pwd=dUI1Ym0rTkt6SHZCZjkxUTRHVDBUUT09>