



PLANNING COMMISSION

Tuesday, May 10, 2022 at 7:00 PM
HYBRID: Council Chambers & Zoom (details below)

AGENDA

7:00 P.M. CALL TO ORDER & FLAG SALUTE

TOPICS FROM THE FLOOR (Not on Public Hearing Agenda): Limited to five minutes per topic

CONSENT AGENDA

- A. Joint CC/PC Meeting Minutes Dated March 16, 2022
- B. Planning Commission Minutes Dated April, 12, 2022

DISCUSSION ITEMS

- C. Planning Commission Annual Report to Council
- D. Semi-Annual Planning Department Report to Council
- E. Right-Of-Way Dedication related to Public Safety Facility
- F. Proactive Planning Commission Discussion

PLANNING DIRECTOR DECISIONS (previously e-mailed to the Commission)

- G. Home Occupation at 59670 Emerald Loop - Lince
- H. Lot Line Adjustment at BPA power line intersect with the Valley View Drive in the Elk Ridge Estates Subdivision - 3J Consulting, Inc.
- I. Partition at 1160 Deer Island Road - Melton
- J. Site Design Review (Minor) at 1400 Kaster Road - ACSP
- K. Sensitive Lands Permit at 1300 Kaster Road - Cascade

PLANNING DEPARTMENT ACTIVITY REPORT

- L. Planning Department Activity Report - April

PLANNING COMMISSION INTERVIEW COMMITTEE RECOMMENDATION

FOR YOUR INFORMATION ITEMS

ADJOURNMENT

NEXT REGULAR MEETING: June 14, 2022

VIRTUAL MEETING DETAILS

Join: <https://us06web.zoom.us/j/83552833402?pwd=ayt0cVlMMFA0U3VwQzhGWFFJlVjdFdz09>

Meeting ID: 835 5283 3402

Passcode: 899096

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to City Hall at 503-397-6272.

Be a part of the vision and get involved...volunteer for a City Board or Commission! For more information or for an application, go to www.sthelensoregon.gov or call 503-366-8217.



JOINT CITY COUNCIL/PLANNING COMMISSION MEETING

Wednesday, March 16, 2022

DRAFT MINUTES

COUNCIL MEMBERS PRESENT

Mayor Rick Scholl
Council President Doug Morten
Councilor Patrick Birkle
Councilor Stephen R. Topaz
Councilor Jessica Chilton

PLANNING COMMISSION MEMBERS PRESENT

Dan Cary, Chair
Russ Hubbard, Vice Chair
Jennifer Pugsley
Sheila Semling
Steve Toschi
Audrey Webster

STAFF PRESENT

John Walsh, City Administrator
Kathy Payne, City Recorder
Lisa Scholl, Deputy City Recorder
Mouhamad Zaher, Public Works Director
Jacob Graichen, City Planner
Jenny Dimsho, Associate Planner/Community Development Project Manager

OTHERS

Tina Curry	Carmin Dunn
Ali Hasenkamp	Art Leskowich
Brady Preheim	Keith Buisman, OTAK, Inc.
Jane Garcia	Shannon Simms, Mayer/Reed, Inc.

CALL JOINT CITY COUNCIL/PLANNING COMMISSION MEETING TO ORDER – 5:30 p.m.

DISCUSSION TOPICS

1. Update on Street and Utility Extensions Project for S. 1st Street and Strand Street through the St. Helens Waterfront Property to Plymouth Street

City Administrator John Walsh welcomed everyone and gave introductions. The primary focus tonight is the streets.

Keith Buisman of OTAK, Inc. and Shannon Simms of Mayer/Reed, Inc. reviewed their report and drawings. A copy is included in the archive packet for this meeting. Some highlights were:

- Shift of project focus to downtown

- Create consistent urban form at center of city, which will set up the development to the south
 - Connect existing historic downtown to new mixed-use development
 - Utilize existing street network to create improved access to river
 - Focus festival street and gateway toward existing event and public spaces
 - Create cohesive project with first phase of riverwalk and improvement to Columbia View Park
- 1st and Tualatin Intersection
 - Standard treatment is asphalt pavement through intersection
 - Curb extensions at intersections designed to reduce pedestrian crossing distance and form parking
 - Single curb ramp at each corner to be provided
 - Planters distinguish each intersection with some including seat walls
- 1st and Cowlitz Intersection
 - Similar to 1st and Tualatin in geometry
 - Concrete treatment (not raised)
- Strand Street Conversion to one-way north between Cowlitz Street and Plaza Square
 - Increase safety at blind corner created with City Hall building
 - Increases pedestrian accessibility by concentrating parking along Strand Street and opening up pedestrian plaza above Columbia View Park
 - Raised intersection at Cowlitz/Strand and raised portion of Strand Street near City Hall and Courthouse create more opportunities for pedestrian crossing
 - Revised grading along Strand Street allows for ADA parking stalls to be compliant with maximum ADA grades
 - Reduced amount of vehicle control signage (stop signs) to enable more fluid vehicle movement

Walsh credited staff for their tireless work on the project. They are currently soliciting RFQ's for a master services developer to partner with the City. They are trying to be good stewards of public resources by planning ahead. The presentation included just a couple of the intersections and does not include every single one. Columbia View Park and the Plaza area is the core of what brings people to the community.

Councilor Topaz tends to look 25 years into the future, and this is a disaster. The community came together and said they wanted activity at the center of the Veneer property. They would have to build it, which would require getting equipment in and out. One-way roads are nice but will plug things up when heavy trucks are unloading. The biggest problem is going from the Plaza to First Street. The sewer plant has to change, which will take time. It will take a lot of equipment to clean out the lagoon, which will affect the Connector. That's all connected to this property. The proposal is pretty but it's not what the community wanted a few years ago. If they rip out the lagoon, where will it go? What is the timeline for this? If they use the lagoon for the Portland Harbor dumping place, that's a 10-year process. He'd like to see what the whole thing will look like. It's not in the proposal. Getting a garbage truck down here plugs up traffic. The overall picture is the problem. The community wanted the end of the Veneer property to be the center of activity.

Mayor Scholl talked about the blue part of the map including storm, sewer, and power. Walsh added that it will also include the First and St. Helens Street intersection. It was very intentional to connect the old and new. They are working with Columbia River PUD to get as much underground power as possible. Commissioner Webster asked if the natural gas lines can be laid at the same time as the sewer. Keith said they are looking into that.

Councilor Chilton understands Councilor Topaz's concerns about shifting to a one-way. However, they are adding intersections, so the flow will shift. Trucks will still be able to access businesses with the

additional intersections. Mayor Scholl added that trucks are an issue everywhere you go, including Portland.

Councilor Birkle talked about Councilor Topaz's comments about what the community wanted. That was always conceptual. As far as shifting the center of the community to the Veneer property, that was never intended to take away from what they currently have. They've never had anything that said this what the people have agreed upon. Councilor Topaz argued that the people agreed with the architects. The City was going to take over the more detailed design. There are several Codes that would have to be changed to update the city. The City has always used the word "conceptual." There used to be a lot of public involvement. Council President Morten said the public meetings were to establish goals. It needs to be sustainable for commercial, residential, and environmental. No one knows the exact details. It's conceptual. He really appreciates the input from citizens and consultants.

Vice Chair Hubbard asked if the design provides for future utility laterals. Keith said yes. They are prepared for future utilities. Vice Chair Hubbard asked if they are prepared if someone comes in with a different idea. Keith said there will be opportunities to make changes. City Planner Graichen added that there is no finality on the blocks. Public Works Director Zaher explained that it is designed with flexibility. Vice Chair Hubbard asked why they didn't use a master design. Zaher said the risk is too high for a master developer right now. They hope to attract that as infrastructure is developed.

Chair Cary loves the turnaround to the water. How will someone driving down South 1st Street know to go down there? Mayor Scholl said they can use wayfinding signage. Shannon agreed that signage will help direct them. It will be very visible as you enter the area. It's also about people who live here and not just visitors. Councilor Topaz suggested directing traffic from Old Portland Road to Plymouth Street. Chair Cary agreed that it's included in the Master Plan.

Commissioner Pugsley loves the concept. The Riverfront District is a historical asset. She hopes the project is seamless and developers follow guidelines to make it fit architecturally. Walsh added that they are considering that for First Street landscaping, furniture, and lighting.

Council President Morten said there has been a lot of talk to integrate Houlton with the downtown area. It's important to not forget Columbia Blvd. It's a beautiful drive.

Mayor Scholl is amazed at the rendering of the one-way on Strand Street between City Hall and the Courthouse. Chair Cary is concerned about the bollards during events. Associate Planner Dimsho explained that the sidewalk space will be pulled past the restrooms. Vice Chair Hubbard asked about the location of food carts during events. Discussion of putting them on the sidewalk area above the park or in the street if it is closed.

Councilor Topaz said the restroom is ugly. He suggested sinking it to the level of the park or move the entrance to the park side. Shannon said they are going to make it more aesthetically pleasing with a bench and plants. They could also add a large sign or mural to block the entrance. Councilor Topaz said there is power in the restrooms for the area.

Council President Morten asked if there was a crosswalk from City Hall to the courthouse. Keith said there is not a dedicated crossing. He pointed out the crossing area that could be utilized between the buildings. Commissioner Pugsley wondered if it will be obvious that drivers can travel through there. Mayor Scholl asked how wide it is. Keith said it is between 16-18 feet. Chair Cary asked if the bollards are there to protect pedestrians from vehicles. Shannon said that it helps with visual safety.

Commissioner Pugsley asked about interpretative signage for history. Shannon said they have identified a few locations in the streets area, two at First and Tualatin Street, one further down the block, and then several more as part of the Riverwalk project.

Council President Morten asked about artwork. Keith said there is potential at the turnaround. Councilor Topaz said artwork in the turnaround is a safety concern for pedestrians trying to view the art. Chair Cary pointed out that people drive very slowly at the turnaround in Seaside.

Councilor Chilton is concerned about losing public parking spaces around City Hall and the Courthouse. Keith pointed out parking areas that will be available. Dimsho added that the current parking does not meet standards. It's dangerous with people backing up and people walking between in drive aisles. They are making it safer and providing as much parking as possible. Commissioner Semling asked if they could add a second level for parking in the lot across from theater. Walsh agreed it would be a good location.

Commissioner Toschi said this is a consistent vision with the Riverwalk plan. It's important to get started and keep it moving. Councilor Topaz's concerns about moving traffic and large trucks is important to address. People come here for events. There is also a lot of room for people to live down here.

Councilor Topaz said getting people in and out of town must be addressed. A lot of people come down Columbia Blvd. They somehow need to close Gable Road to Highway 30. Columbia Blvd. needs to be improved to tie together the Houlton area with downtown. Mayor Scholl said that was done with the Connector Plan. They are addressing one problem at a time. This helps enhance the whole city. This development feeds the Urban Renewal. All the taxing agencies were on board with the Urban Renewal.

Mayor Scholl talked about the public land space available and the importance of access to the water. Dimsho elaborated on the urban trail on the bluff. It provides additional access to the Riverfront.

Council President Morten talked about when Boise Veneer was selling their property 14 years ago. All the "what ifs" came to fruition. He feels good about serving on the Council. Mayor Scholl thanked Council President Morten for his service over the years. Council President Morten said the room is full of brilliant minds.

Mayor Scholl announced that there will be a Boards and Commissions Appreciation Reception on April 28 at the Community Center.

Walsh reported that they actively began this project in 2014. Many of those in attendance were part of the process. It's amazing to see the similarities from then to now. The project value with public access, reserving the cultural heritage, desire for sustainable development, and private investment of the property has always been there. The project is planning to bid later this year.

ADJOURN – 6:46 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor

Dan Cary, Planning Commission Chair



PLANNING COMMISSION

Tuesday, April 12, 2022, at 7:00 PM

DRAFT MINUTES

Members Present: Chair Cary
Vice Chair Hubbard
Commissioner Webster
Commissioner Semling
Commissioner Toschi

Members Absent: Commissioner Pugsley
Commissioner Lawrence

Staff Present: City Planner Graichen
Associate Planner Dimsho
Community Development Admin Assistant Sullivan
Councilor Birkle

Others: Brady Preheim
Tina Curry
Molly Matchak
Colleen Ohlert

CALL TO ORDER & FLAG SALUTE

TOPICS FROM THE FLOOR (Not on Public Hearing Agenda): Limited to five minutes per topic

Preheim, Brady. He said the documents on the website were not working. He said that he felt the Planning Commission never denied any variances brought to them. He asked what the percentage was of variances that were denied. He said he agreed with the Planning Commission's idea of becoming a more proactive group.

Ohlert, Colleen. She asked if citizens who were not on the Planning Commission were allowed to participate in a committee or sub-committee so they could be a part of the the different projects the proactive Planning Commission might work on. City Planner Graichen said that it would depend on the topic and if an ad hoc committee was formed by City Council. Ohlert said she thought citizen involvement would be important if they were compassionate about the subject.

Matchak, Molly. She mentioned she was a business owner on First Street and thought it was great to have more involvement in the development taking place. She thought the idea of a Proactive Planning Commission would be great for making sure projects were looked at in more depth.

Curry, Tina. She asked what the Planning Commission's role was as the Historic Landmark Commission. She was curious what the difference was between them and the Museum Association. Councilor Birkle advised they only dealt with changes to buildings or places that were considered Historic.

CONSENT AGENDA

A. Planning Commission Minutes Dated March 8, 2022

Motion: Upon Commissioner Webster's motion and Commissioner Semling's second, the Planning Commission unanimously approved the Draft Minutes as amended dated March 8, 2022. [AYES: Vice Chair Hubbard, Commissioner Webster, Commissioner Semling, Commissioner Toschi; NAYS: None]

WATER MASTER PLAN – Keller Associates

Keller Associates presented the report for the Water Master Plan. They shared the differences between the existing water system and the planning criteria to be used for the development of the future system. They compared the water facility current capacities and what the future demands will be. They shared the information on their recommendations for improvements to the existing and future water systems and how they coincide with the capital improvement plan. They also showed a complete document and adoption process to implement these recommendations. The Commission asked a few clarifying questions about the Water Master Plan.

PUBLIC HEARING AGENDA (times are earliest start time)**B. 7:30 p.m. Variance at vacant lot on S. 10th Street north of the lot addressed as 484 S. 10th Street - Bonilla**

Associate Planner Dimsho presented the staff report dated March 1, 2022. She said the Variance is for a front yard setback. She showed where the property was located. She said there were two lots right next to each other that the City owned, and the subject property was one of them. She said the City owned the lots because there is a storm line that runs through the property. She said the storm line used to run down the center of the properties making them undevelopable, but in 2019 there was a storm re-routing project that took the line and moved it so that it more closely followed the property line. This made the subject property developable. She said there is a decommissioned pump station on the second lot, but not on the subject property.

She said recently the City declared this property as surplus and the applicant was in the process of purchasing it.

She said Variance was for a four-foot front setback for a bedroom in the front of the house. Without the storm infrastructure on the backside of the house, there would be no need for a variance as they could just shift the house back.

She walked the Commission through the criteria for an approval of a Variance. She talked about the impact the variance would have to neighbors. She said because there was a 90-foot right-of-way and reducing the setback would still leave 38-feet from the structure of the house to the roadway.

She said there was about 500-square feet of the storm easement that encumbers the buildable area which creates a unique circumstance for the property. She also mentioned that in the code, there are circumstances that allow for four-foot setback exceptions when there are porches, overhangs of eaves and patios without a variance needed. She also said the code allows for changes of up to 20-percent reduction to setbacks for remodels of a home without a variance, so the request is in line with other code exceptions.

She said that even with the setback variance request there would still be two off-street parking spots available.

Bonilla, Nacia. Applicant. Bonilla was called to speak. She said the amount they were requesting was very minimal. She mentioned currently there was about 401-square feet of impacted buildable area, and they were requesting to use 54-square feet of that impacted area. She said they did try to minimize the building footprint and the plan first and even changed the porch that would encroach on

the setback to be a recessed entryway instead. She said they were making every effort to meet the front setback.

In Favor

No one spoke in favor.

Neutral

No one spoke in neutral.

In Opposition

Preheim, Brady. Preheim has a residence at 495 S. 10th Street. He said he did not think the lot was buildable and should remain in City ownership. He said the area floods during the winter. He said there was a drainage added to the area, so it does not flood as bad now. He did not want the Commission to allow the variance.

Rebuttal

Bonilla, Nacia. Applicant. She mentioned they will still be required to meet all drainage standards and tie into the storm line. She said the footprint will not modify the hydrology of the site as it exists today. She said she knew that any additional runoff related to the new development will tie into the stormwater drain. There should not be impact to the neighbors because of increased development.. She was not concerned about her house being flooded. She said even without the variance, it would not make the lot unbuildable, it would just mean they have to modify the footprint and plans for the building.

End of Oral Testimony

There were no requests to continue the hearing or leave the record open.

Close of Public Hearing & Record

The applicant waived the opportunity to submit final written argument after the close of the record.

Deliberations

There was a small discussion about each criteria required to approve the Variance.

Motion: Upon Commissioner Webster's motion and Vice Chair Hubbard's second, the Planning Commission unanimously approved the Variance as recommended by staff. [Ayes: Vice Chair Hubbard, Commissioner Semling, Commissioner Webster, Commissioner Toschi; Nays: None]

Motion: Upon Commissioner Webster's motion and Commissioner Toschi's second, the Planning Commission unanimously approved the Chair to sign the Findings when prepared. [Ayes: Vice Chair Hubbard, Commissioner Semling, Commissioner Webster, Commissioner Toschi; Nays: None]

DISCUSSION ITEMS**C. Preferred Alternatives for Grey Cliffs Park**

Associate Planner Dimsho presented the Grey Cliffs Park Concept Presentation prepared by the Oregon State Marine Board (OSMB). She said the Parks and Trails Master Plan recommends an in-water facility for fishing at Grey Cliffs Park. Currently, there is a shoreline area to launch kayaks. The OSMB offers a technical assistance program where they will help design and permit a facility at no cost to the City. So, the City started that process and this presentation was to give the Commission a chance to comment on the design.

She said the facility is being designed for two types of users: paddlecraft users and anglers. She said she convened a group of stakeholders for feedback on the design along with the Parks and Recreation Commission. She also said in early May there would be a public forum to receive feedback from the public and the City Council on the design. She said the facility would ultimately be grant funded.

She showed the Commission where they plan to place the facility and explained the elevations and conditions that required it to be located there. She also showed them a survey that the OSMB had conducted. It shared the low and high of tidal influence and the effect it will have on the ramp, ADA accessibility and other access items.

She said the goal of the project was to provide an accessible and permittable dock for both paddling and fishing.

She said all the designs had common features such as accessible routes, a double gangway, and light penetration decking. There was more discussion on the design for the paddle docks and launch.

Vice Chair Hubbard mentioned he could see the dock being busy and suggested they add another dock on the other side of the paddle dock to help with congestion.

Commissioner Toschi also suggested, to avoid congestion, to offer a second dock for equipment to create easier launch space. He expressed it could be an issue with people going out or coming in and creating major congestion. He also expressed concern about enough parking and if the park was going to facilitate the need for this activity.

Chair Cary expressed concern about the narrowness of the ramp and shared some examples of issues with other venues and how the narrowness causes congestion. He suggested adding notch outs for passing along the ramps.

D. Proactive Planning Commission Framework Discussion

Commissioner Toschi presented his memo that he had prepared. He said he took what he thought were the main ideas and concerns for the framework, based on discussion in previous meetings, and created some procedural elements.

There was a discussion on the framework and how to move forward with procedures of the Proactive Planning Commission. Graichen mentioned we needed to have a sub-committee report each time for the agenda to avoid any type of surprises to the Commission. He also said the sub-committee should have a rotation of Commissioners to help with organization and input.

Commissioner Semling expressed concern about being organized on what subjects they should be proactive on and where to start. Commissioner Toschi said he felt that is why they needed to implement these processes.

Chair Cary expressed that he would like to keep proposed subjects of discussion to a minimum to respect the time of all the Commission and the Planning Department's agenda items.

There was discussion on more details of the different elements of the proposed procedural framework.

Commissioner Toschi said he would take this discussion and refine the procedures for the next meeting to present to the Commission.

E. Planning Commission Interview Committee

City Planner Graichen told the Commission that Commissioner Lawrence had resigned and there was an immediate opening. He asked who was interested in being on the Planning Commission Interview Committee. The same individuals from the previous committee were nominated: Commissioner Pugsley, Vice Chair Hubbard, and Commissioner Webster. Commissioner Pugsley was not present to accept so they nominated Chair Cary to be a back-up member if Commissioner Pugsley did not accept.

PLANNING DIRECTOR DECISIONS (previously e-mailed to the Commission)

- F. Sign Permit at 524 Milton Way – Carrick, Inc.
- G. Site Development Review, Minor at 1370 Columbia Blvd - Tanner
- H. Sign Permit at 2774 Columbia Blvd & 2750 Columbia Blvd (x2) – SHHS
- I. Sign Permit at 1421 Columbia Blvd – Columbia Pacific Food Bank
- J. Sensitive Lands Permit at 150 Belton Road – Schlumpberger
- K. Home Occupation at 724 McBride Street – Herbert
- L. Site Design Review Modification at 454 Milton Way – Crown Castle
- M. Extension of Time for Temporary Use Permit at 2225 Gable Road – Kniffin

There were no comments on the Planning Director Decisions.

PLANNING DEPARTMENT ACTIVITY REPORT

- N. Planning Department Activity Report – March

FOR YOUR INFORMATION ITEMS

Associate Planner Dimsho reminded the Commission about the Annual Appreciation Dinner for Boards & Commissions. She also mentioned the RFQ for the Riverfront Development solicited two potential developers. She said there was a selection committee, which included the City Council and three Planning Commission members, would meet and look over their presentations and their overall vision for the site throughout May. She said they would decide on a developer, or to re-solicit if needed.

ADJOURNMENT

There being no further business before the Planning Commission, the meeting was adjourned 9:57 p.m.

Respectfully submitted,

*Christina Sullivan
Community Development Administrative Assistant*



CITY OF ST. HELENS PLANNING DEPARTMENT

M E M O R A N D U M

TO: City Council
 FROM: Jacob A. Graichen, AICP, City Planner
 RE: Planning Commission Annual Report
 DATE: May 10, 2022

DRAFT FOR PC REVIEW

This report covers Planning Commission activities from **June 2021** through **April 2022**. The Planning Commission discussed this report at their May 11, 2021 meeting.

- **Number of meetings: 12 (last year 13)**

12 meetings are usual. However, the Commission cancelled two regularly scheduled meetings (June 2021 and September 2021), but attended two additional Joint City Council Meetings (September 2021 and March 2022) outside of normal meeting dates

- **Number of public hearings (a continued hearing is counted separately): 18 (last year 19)**

- **Acceptance Agenda Items: 7 (last year 9)**

For administrative land use actions that are more significant (e.g., Site Design Review) the Commission motions to formally accept the decisions or otherwise. This is a check and balance of sorts.

NOTE: At the December 14 meeting, it was decided to move the “Acceptance Agenda” items into the “Planning Director Decisions” for future agendas.

- **Planning Director Decisions: 28 (last year 41)**

For lesser administrative land use actions (e.g., Home Occupations, Sign Permits, Temporary Use Permits), the items from the last month are included on the agenda to facilitate discussion and query usually for clarification purposes or to address concerns.

NOTE: At the December 14 meeting, it was decided to move the “Acceptance Agenda” items into the “Planning Director Decisions.” From January 2022 and beyond, the “Planning Director Decisions” item will include all administrative decisions.

- **Discussion Items: 15 (last year 16)**

Items included (in the order they were reviewed): Riverfront Redevelopment Update; Sanitary Sewer Master Plan; Stormwater Master Plan; Planning Commission Term Expirations and Vacancies; "Acceptance Agenda" v. "Planning Director Decisions"; Right-Of-Way Dedication Of Property Between 2600 Pittsburg Road & Barr Ave; Annual Summary Report; Chair/Vice Chair Selection; The Historic Landmarks Commission - Guardians of The Plaza; Strategic Plan/Department Goals Overview; Proactive Planning Commission Discussion; Water Master Plan; Preferred Alternatives for Grey Cliffs Park; Proactive Planning Commission

DRAFT FOR PC REVIEW

Framework Discussion; Planning Commission Interview Committee; Planning Commission Annual Report to Council, Semi-Annual Planning Department Report to Council

- **Architectural review: 0 (last year 3)**

Certain proposals within the Riverfront District require architectural review. None this year, although an unpermitted alteration on the plaza was discussed during a discussion item noted above. The cause of this alteration was abated.

- **Projects in Process:**

1. During the previous Annual Report, the Commission requested additional Joint City Council meetings so that Council and the Commission to discuss common goals. Staff acted on this request, and it occurred twice during the reporting period: once in September 2021 to discuss overall City Council and Commission goals/roles, and again in March 2022 to discuss a Streets & Utilities Extension Project design on the Riverfront property.
2. Three Commissioners will participate on the Riverfront Developer RFQ Selection Committee in May 2022.
3. One Commissioner continues their involvement on the Riverwalk Project Technical Advisory Committee through Summer 2022.

- **Future Projects/Plans:** During the March 8 meeting, the Commission made a motion to be more proactive. A non-quorum subcommittee has been meeting outside of regularly scheduled meetings to discuss how the Commission can be more proactive. At the April 12 Commission meeting, it was discussed to add a standing agenda item for members to “pitch” items on which to be more proactive. These items would be discussed (limited to 5 minutes) and the Commission would decide whether to move forward with additional work by a non-quorum subcommittee on the item. If it is decided that the item will be pursued by a non-quorum subcommittee, the item could be added to a future Commission agenda as a full discussion item. Staff support on any proactive subcommittee items will be limited by capacity with current planning, project management, and other competing, Council-approved strategic plan items. **This matter is anticipated to evolve over the next several months.**

- **What can the Council do to support the Commission?**

At the March 8 meeting, the Commission discussed the following ways Council can continue to support the Commission:

1. The Commission recommends an Assistant Planner for the upcoming fiscal year.
2. The Commission requests a budget specific for their use of \$25,000 at their discretion.
3. The Commission desires more involvement on city-led projects.



CITY OF ST. HELENS PLANNING DEPARTMENT

M E M O R A N D U M

TO: Planning Commission
FROM: Jacob A. Graichen, AICP, City Planner
RE: Vacation of right-of-way related to the city's proposed public safety facility
DATE: May 2, 2022

I've been thinking about this vacation for months and wanted to get it done before other permitting for the public safety facility commences later this year. Because of workload, it was difficult to have time to work on it earlier in the year.

Once the smoke cleared some, briefly, I realized time was ticking. I wanted to get this to the Council's second meeting in May, so the Commission could look at it in advance, but there are already too many things on the books for that date. So, the Council's hearing will be May 4, 2022 (and may be past tense by the time you read this).

The Commission packets are due around the same time as the Council meeting, so my intent is to present the issue to you as an FYI-post-Council-hearing item. I don't expect controversy or any tough decisions for the Council where the Commission's recommendations would be of enhanced value for the Council's consideration.

This will be educational and still important since you will be reviewing the Conditional Use Permit for the public safety facility later this year.

**CITY OF ST. HELENS PLANNING DEPARTMENT
STAFF REPORT
VAC.1.22**

DATE: April 26, 2022
To: City Council
FROM: Jacob A. Graichen, AICP, City Planner
PETITIONER: City of St. Helens by City Council Motion
PROPOSAL: Vacation of public right-of-way described as follows:

The entire 7th Street right-of-way of the South St. Helens addition to St. Helens, Oregon, lying northeast of the Kaster Road right-of-way; and

The extension of the S. 16th Street right-of-way, lying south of the East Street right-of-way within the St. Helens Subdivision, St. Helens, Columbia County, Oregon, as dedicated by Columbia County Deed Book 272, Page 970.

The purpose of this vacation is to increase the developable area for the city's new public safety facility to avoid constraints such as the 100-year floodplain.

PUBLIC HEARING & NOTICE

Hearing date: May 4, 2022 before the City Council

Notice of this proposed street vacation was Published in the Chronicle on April 20, 2022 and April 27, 2022. Staff posted a copy of the notice at or near each end of the proposed street vacation areas on April 20, 2022.

APPLICABLE CRITERIA, ANALYSIS & FINDINGS

SHMC 17.32.030(5): Whenever any street is lawfully vacated, and when the lands within the boundaries thereof attach to and become a part of lands adjoining such street, the lands formerly within the vacated street shall automatically be subject to the same zoning district designation that is applicable to lands to which the street attaches.

SHMC 17.136.220—Vacation of Streets: All street vacations shall comply with the procedures and standards set forth in ORS Chapter 271 and applicable local regulations.

Discussion: The above two excerpts are the only places where vacations are specifically mentioned in the St. Helens Municipal Code. The Municipal Code does not set forth any additional approval criteria other than those per State law below.

Oregon Revised Statutes, ORS 271.120 – Street Vacation Approval Criteria

... the governing body shall hear the petition and objections and shall determine whether the consent of the owners of the requisite area has been obtained, whether notice has been duly given and whether the public interest will be prejudiced by the vacation of such plat or street or parts thereof. If such matters are determined in favor of the petition the governing body shall by ordinance make such determination a matter of record and vacate such plat or street; otherwise it shall deny the petition. The governing body may, upon hearing, grant the petition in part and deny it in part, and make such reservations, or either, as appear to be for the public interest.

When a vacation is based on a council's own motion pursuant to ORS 271.130 instead of a citizen petition, as in this case, some of the approval criteria differ from above.

Oregon Revised Statutes, ORS 271.130(1)

The city governing body may initiate vacation proceedings authorized by ORS 281.080 (Vacation in incorporated cities) and make such vacation without a petition or consent of property owners. Notice shall be given as provided by ORS 271.110 (Notice of hearing), but such vacation shall not be made before the date set for the hearing, nor if the owners of a majority of the area affected, computed on the basis provided in ORS 271.080 (Vacation in incorporated cities), object in writing thereto, nor shall any street area be vacated without the consent of the owners of the abutting property if the vacation will substantially affect the market value of such property, unless the city governing body provides for paying damages. Provisions for paying such damages may be made by a local assessment, or in such other manner as the city charter may provide.

Findings:

- **Have there been any objections or other comments submitted regarding this request?**

No objections received. No comments received.

The city did communicate with Columbia River PUD (CRPUD) since their power lines are within the area to be vacated.

- **Did the city council approve a motion to initiate this request (instead of the petition and consent method)?**

The City Council approved a motion to initiate vacation of right-of-way as described herein at their April 6, 2022 Regular Session.

- **Have the owners of a majority of the area affected, computed on the basis provided in ORS 271.080 (Vacation in incorporated cities), object in writing?**

Pursuant to ORS 271.080(2), the affected area is an area 200 feet parallel to and on both sides of the portion of street r.o.w. to be vacated and 400 feet along its course beyond each terminus of the portion of street r.o.w. to be vacated.

Due to extensive city ownership of the affected area, it is impossible for other owners of the affected area to be a majority.

- **Is there any evidence that the vacation will substantially affect the market value of abutting property, and if so, has consent from abutting property owners been obtained unless the city provides for paying damages?**

All abutting property is owned by the City of St. Helens.

- **Has notice been duly given?**

Notice requirements are set forth by ORS 271.110. This requires published notice to occur once each week for two consecutive weeks prior to the hearing and posted notice within five days after the first date of published notice. The posting and first day of publication notice is required to be at least 14 days before the hearing. The notice requirements have been met (see PUBLIC HEARING & NOTICE above).

Photos of posted notices:



- **Will the public interest be prejudiced by the proposed street vacation?**

Consideration of this vacation now benefits from previous efforts. First, the city adopted a parcelization framework plan (via Resolution No. 1910 in January 2021) to help guide land divisions, and street and utility locations for the St. Helens Industrial Business Park at large. This plan does not show the proposed rights-of-way being needed for street or road purposes.

The city also had an existing conditions survey done that was completed in November 2021. There are no street/road improvements within the ROW proposed to be vacated, but there is public storm, public sanitary sewer and overhead power. Both sanitary sewer and power fall within the 7th Street ROW, but veer southward outside of the ROW due to a rock bluff.

Since the property is to remain in city ownership given the proposed public safety facility, easements are not necessary for the storm or sanitary sewer lines, which the city manages.

The overhead power line belongs to CRPUD. There is a 16' wide easement for the powerline from 1989 (Instrument No. 89-1920) that lies outside the ROW. Per CRPUD, these poles have a primary line that creates a loop to S. 15th Street. Such a line could require larger equipment like bucket trucks for maintenance and CRPUD is requesting a 50' wide easement centered on the line.

The public safety facility will include lands to N. 15th because as a "critical facility" per Chapter 17.46 SHMC, Floodplains and Floodways, it will need to have access outside of the special flood hazard area and the intersection of S. 15th Street and Old Portland Road is the closest intersection accessible by the facility along a major street outside of the floodplain. The 50' easement desired by CRPUD would need to be for the entire utility between Kaster Road and S. 15th Street.

CRPUD notes that the pole locations may need to move because of the site design for the public safety facility. It is logical for the easement to be done as part of the public safety facility efforts (i.e., as a condition of land use approval). However, things can change beyond the scope of the Council's decision pertain to this ROW vacation. So, the requirement should be more general as a condition of development of abutting land.

CONCLUSION & RECOMMENDATION

Based upon the facts and findings herein, staff recommends the City Council grant the street vacation with the provision that a 50' wide easement be granted that follows the power line, as may be relocated due to development plans, between Kaster Road and S. 15th Street as a condition of land use approval to develop property that abuts the vacated right-of-way.

Attachments: Memo to Council RE Initiation of ROW vacation by motion (pg. 1 with council approval stamp and pg. 2 with physical posting notes).

Posted notice
Affected area exhibit
Phase exhibit from SHIBP Parcelization Framework Plan
Existing utilities and area proposed to be vacated map
Existing conditions survey (reduced)



CITY OF ST. HELENS PLANNING DEPARTMENT

M E M O R A N D U M

TO: City Council
 FROM: Jacob A. Graichen, AICP, City Planner
 RE: Initiation of public right-of-way vacation by motion for dedication related to the proposed public safety facility
 DATE: March 28, 2022

At your April 6, 2022 regular session staff is requesting that the council initiate vacation of certain right-of-way by motion.

The motion would be:

COUNCIL APPROVED
 Date: 4/6/22
 Initials: KP

~~~

“To initiate public right-of-way vacation proceedings pursuant to ORS 271.130 to vacate two street segments:

The entire 7<sup>th</sup> Street right-of-way of the South St. Helens addition to St. Helens, Oregon, lying northeast of the Kaster Road right-of-way; and

The extension of the S. 16<sup>th</sup> Street right-of-way, lying south of the East Street right-of-way within the St. Helens Subdivision, St. Helens, Columbia County, Oregon, as dedicated by Columbia County Deed Book 272, Page 970.”

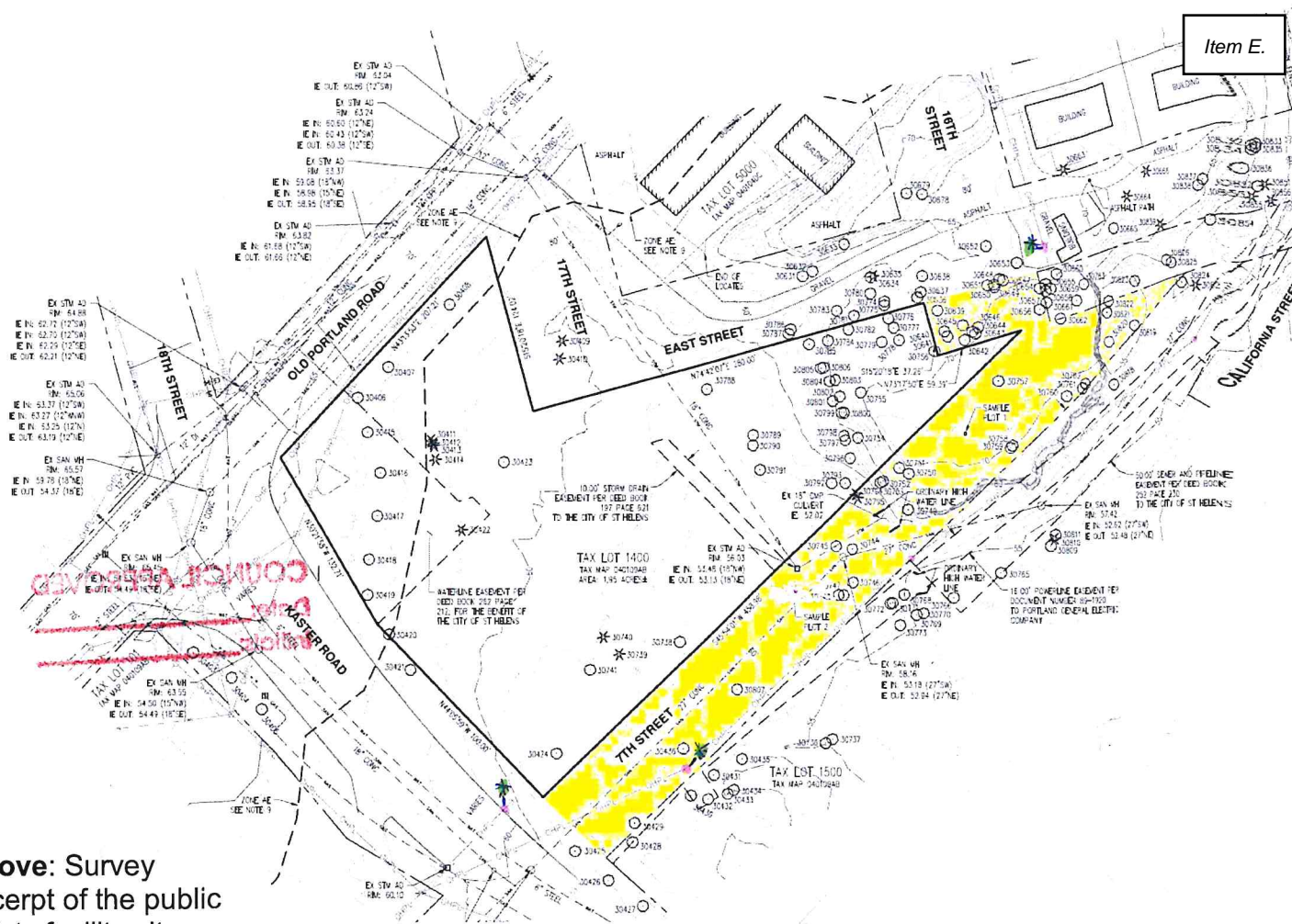
~~~

This does not effectuate the vacation. Rather this is an option a local government has, to initiate a vacation without a petition and consent of property owners (i.e., the normal method) under ORS 271.080. Public notice and a public hearing are still required and would be done after an approved motion to initiate. This does not circumvent a public process.

The area is needed for the **public** safety facility proposed at the site, a **public** project for a **public** facility. Moreover, all land abutting the areas proposed to be vacated is owned by the city (**publicly** owned). Given the **public** nature of ownership and the project, this is an appropriate basis for the council to initiate vacation of right-of-way by motion.

At your regular session, someone please make the motion noted above and vote per your normal procedures. If the motion passes, staff can continue this effort.

The area proposed to be vacated and a draft of the public facility site plan is on the following page:

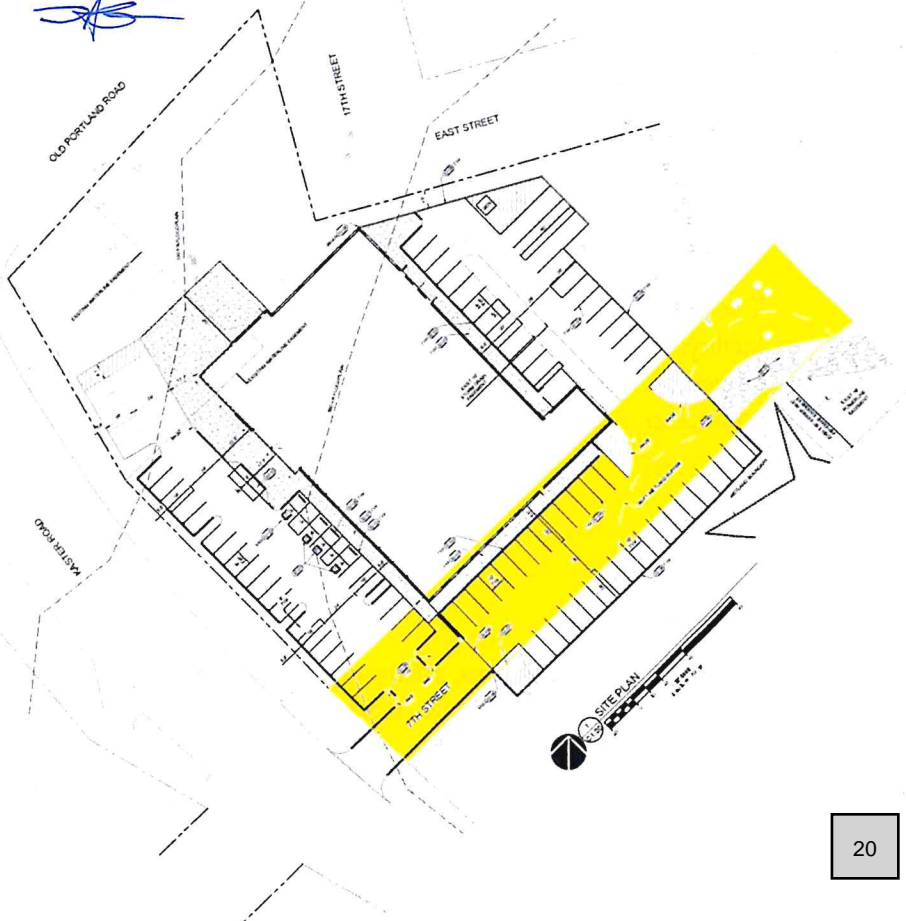


Above: Survey excerpt of the public safety facility site. The public rights-of-way proposed to be vacated are highlighted yellow.

Right: A recent draft site plan excerpt of the public safety facility, with some of the right-of-way proposed to be vacated highlighted.

Due to constraints such as the 100-year floodplain, irregular geometry and topography, the public safety facility proposal will need to utilize this underdeveloped right-of-way and abutting lands to the southwest of the right-of-way.

NOTICE POSTED
ON
4.20.2022
[Signature]



PUBLIC NOTICE OF A HEARING FOR A STREET VACATION

A public hearing before the St. Helens City Council will be held at **6:15 PM on Wednesday, May 4, 2022** in the St. Helens City Council Chambers in City Hall located at 265 Strand Street, St. Helens, OR 97051. The purpose of this hearing is to receive public input as to the proposed vacation (i.e., giving up a public interest) of the entire 7th Street right-of-way of the South St. Helens addition to St. Helens, Oregon, lying northeast of the Kaster Road right-of-way; and

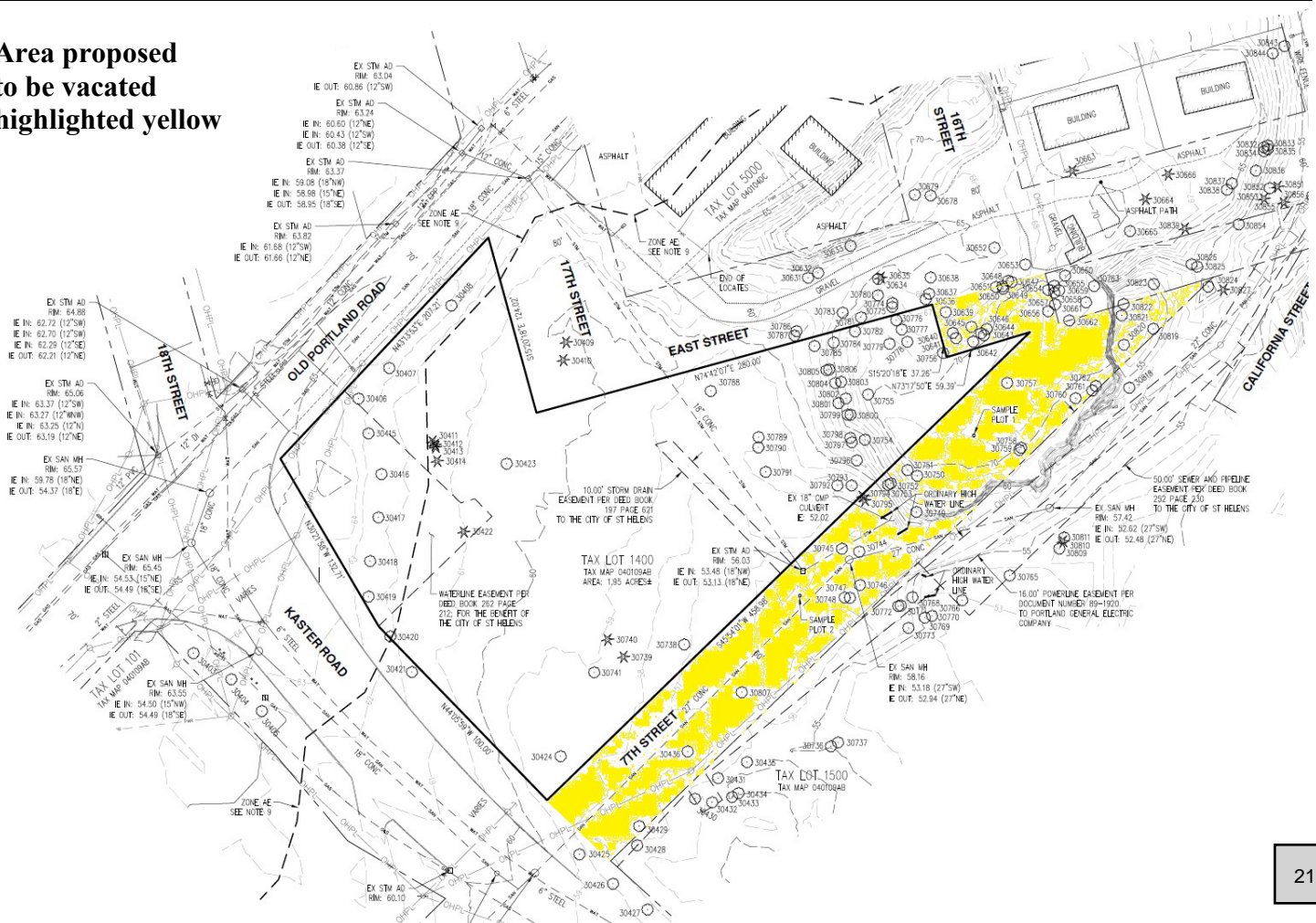
The extension of the S. 16th Street right-of-way, lying south of the East Street right-of-way within the St. Helens Subdivision, St. Helens, Columbia County, Oregon, as dedicated by Columbia County Deed Book 272, Page 970.

The City Council approved a motion to initiate this vacation on April 6, 2022 at their Regular Session. A map of the proposed vacation and affected areas is available for review at City Hall.

All written comments should be submitted to the City at least six (6) days prior to the hearing but can be accepted any time before or at the hearing. Testimony is welcome at the hearing. Zoom will also be available to participate. Virtual access information to join the hearing will be available on the applicable agenda. Agendas and the staff report for this can be found on the City's website: <https://www.sthelensoregon.gov/meetings> within the week prior to the public hearing.

If any physical or language accommodations are required, please notify City Hall well in advance of the hearing. Questions can be directed to the City Planning Department at 503-397-6272. Or by email: jgraichen@sthelensoregon.gov.

Area proposed
to be vacated
highlighted yellow



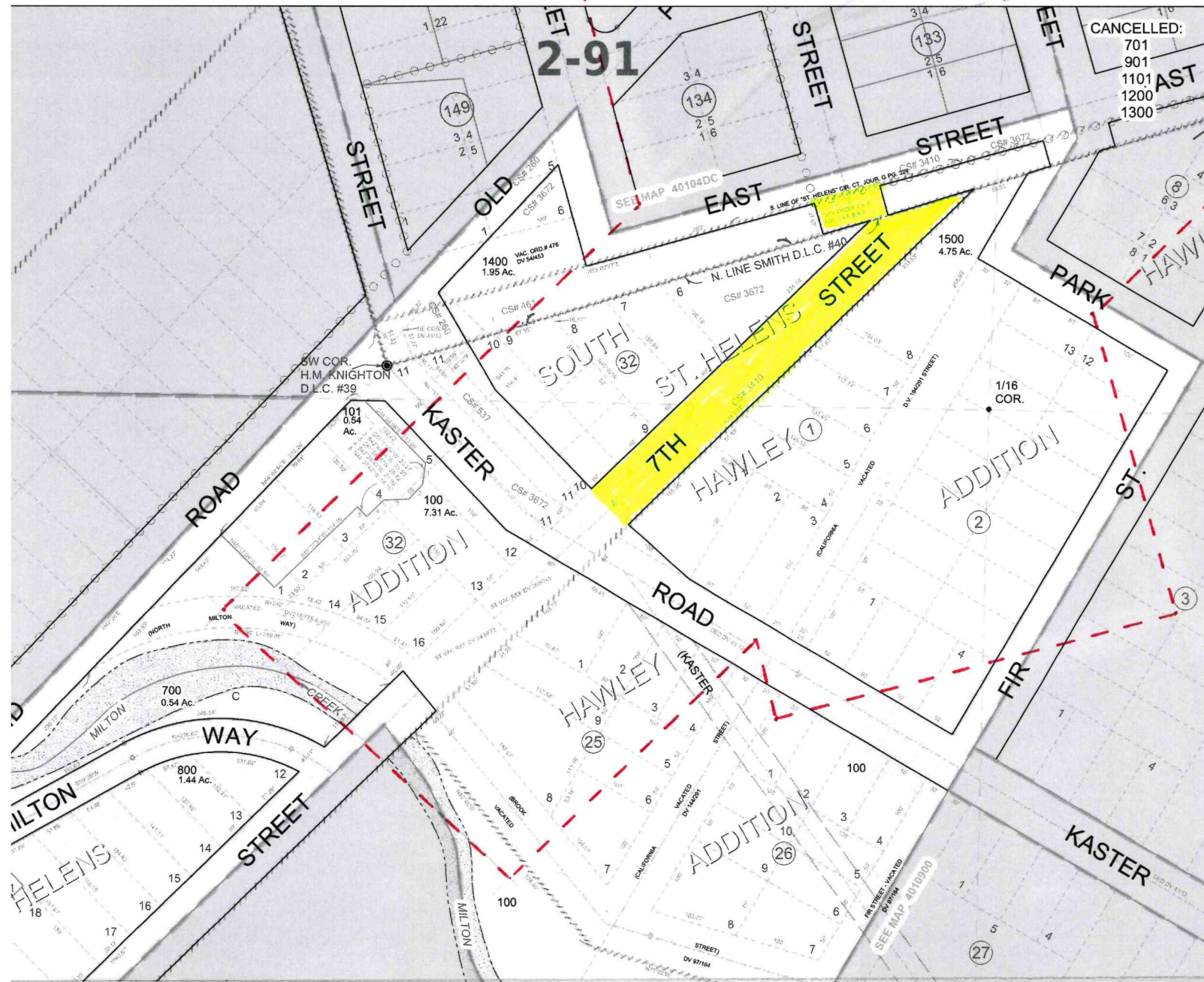
N.W.1/4 N.E.1/4 SEC.9 T.4N. R.1W. W.M.

COLUMBIA COUNTY

1" = 100'

0 25 50 100 Feet

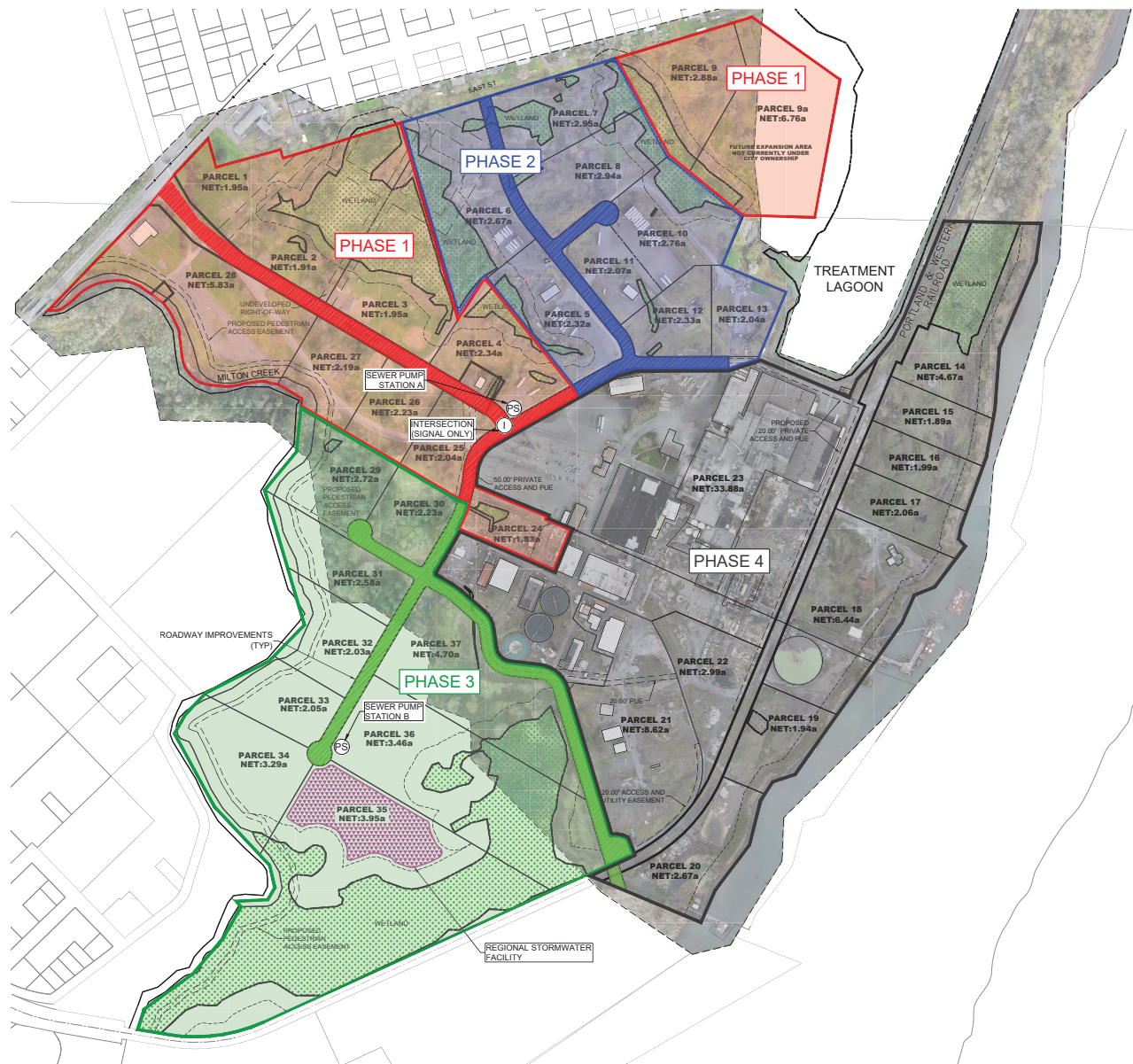
04 01 09 AD
ST. HELENS

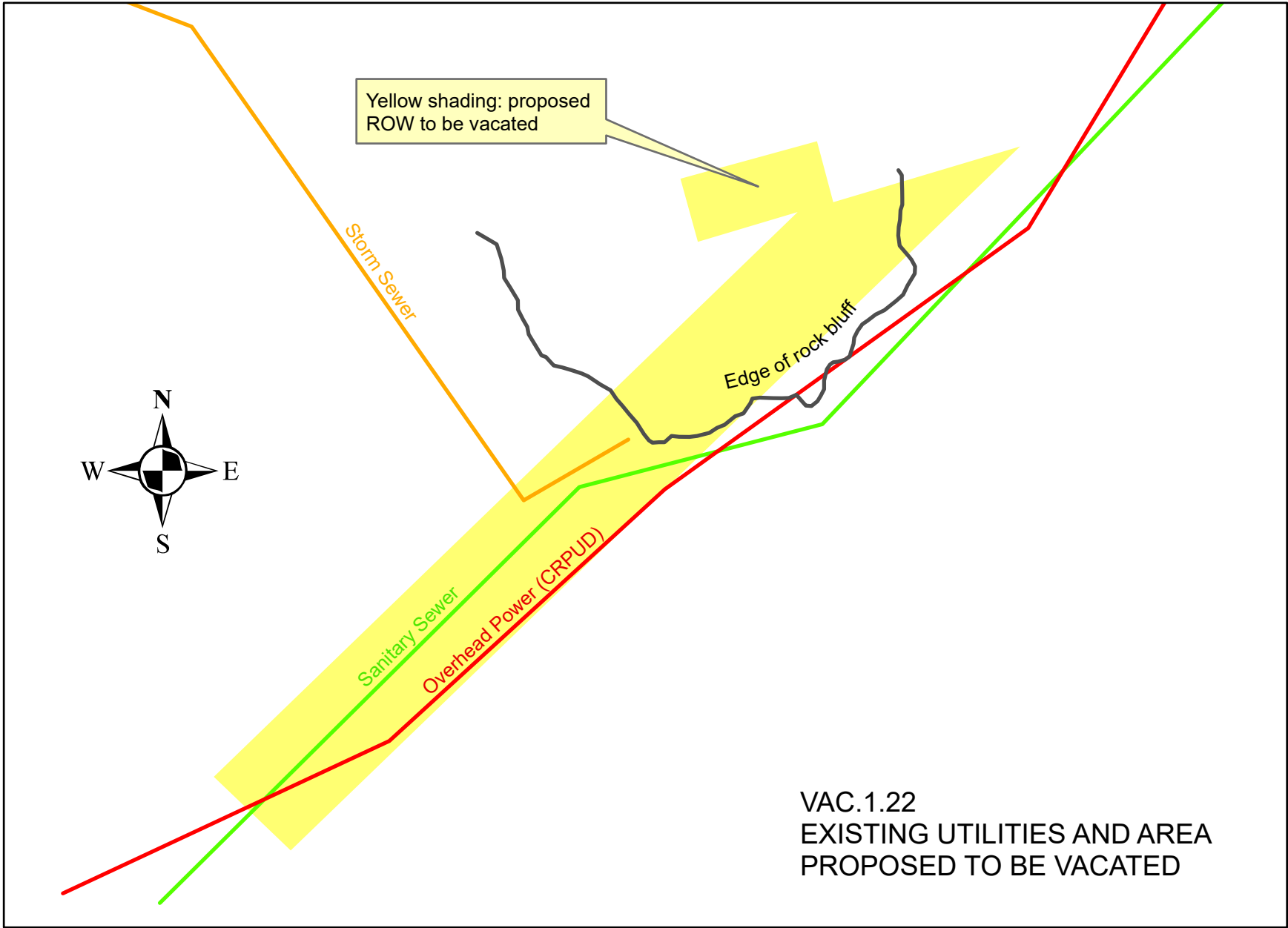


North
VAC. 1.22
"AFFECTED AREA"

Exhibit 7. Proposed Transportation Network and Phasing Plan in the SHIBP

Source: 3J Consulting, Cost Estimate Map (October 2020).





EXISTING CONDITIONS PLAN

 DESIGNED BY: CC
 DRAWN BY: CC
 MANAGED BY: BH
 CHECKED BY: BH
 DATE: 11/12/2021

 REGISTERED
 PROFESSIONAL
 LAND SURVEYOR

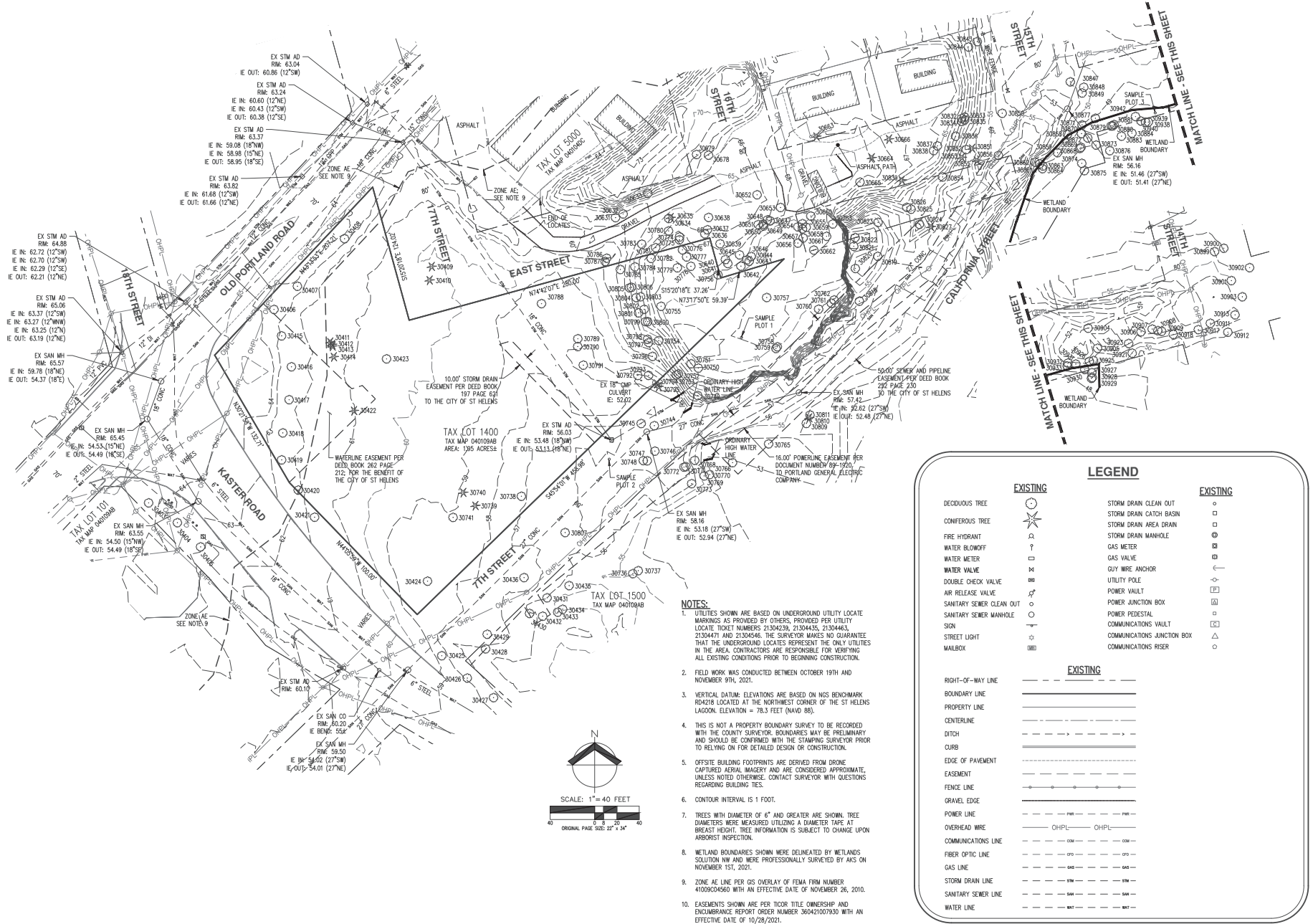
 Benjamin R. Huff
 EXPIRATION
 MARCH 14, 2017
 BENJAMIN R. HUFF
 847589
 LICENSE NO. 6730/23

REVISED:

 JOB NUMBER
 8041-02

SHEET

01





AKS ENGINEERING & FORESTRY, LLC
12965 SW HERMAN RD, STE 100
PORTLAND, OREGON 97224
WWW.AKS-ENG.COM

ENGINEERING • SURVEYING • NATURAL RESOURCES
FORESTRY • PLANNING • LANDSCAPE ARCHITECTURE

KASTER RD

ST HELENS

EXISTING
CONDITIONS PLAN

DESIGNED BY: CC
DRAWN BY: BH
MANAGED BY: BH
CHECKED BY: BH
DATE: 11/12/2021

REGISTERED
PROFESSIONAL
LAND SURVEYOR

Benjamin R. Hoff
BENJAMIN R. HOFF
8475891-LS
RENEWED: 6/30/23

JOB NUMBER
8041-02

SHEET
03



- NOTES:**
- UTILITIES SHOWN ARE BASED ON UNDERGROUND UTILITY LOCATE TICKET NUMBERS 21304239, 21304435, 21304463, 21304471 AND 21304548. THE SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND LOCATES REPRESENT THE ONLY UTILITIES IN THE AREA. CONTRACTORS ARE RESPONSIBLE FOR VERIFYING ALL EXISTING CONDITIONS PRIOR TO BEGINNING CONSTRUCTION.
 - FIELD WORK WAS CONDUCTED BETWEEN OCTOBER 19TH AND NOVEMBER 9TH, 2021.
 - VERTICAL DATUM: ELEVATIONS ARE BASED ON NGS BENCHMARK RD4218 LOCATED AT THE NORTHWEST CORNER OF THE ST HELENS LAGOON. ELEVATION = 78.3 FEET (NAVD 88).
 - THIS IS NOT A PROPERTY BOUNDARY SURVEY TO BE RECORDED WITH THE COUNTY SURVEYOR. BOUNDARIES MAY BE PRELIMINARY AND SHOULD BE CONFIRMED WITH THE STAMPING SURVEYOR PRIOR TO RELYING ON FOR DETAILED DESIGN OR CONSTRUCTION.
 - OFFSITE BUILDING FOOTPRINTS ARE DERIVED FROM DRONE CAPTURED AERIAL IMAGERY AND ARE CONSIDERED APPROXIMATE, UNLESS NOTED OTHERWISE. CONTACT SURVEYOR WITH QUESTIONS REGARDING BUILDING TIES.
 - CONTOUR INTERVAL IS 1 FOOT.
 - TREES WITH DIAMETER OF 6" AND GREATER ARE SHOWN. TREE DIAMETERS WERE MEASURED UTILIZING A DIAMETER TAPE AT BREAST HEIGHT. TREE INFORMATION IS SUBJECT TO CHANGE UPON ARBORIST INSPECTION.
 - WETLAND BOUNDARIES SHOWN WERE DELINEATED BY WETLANDS SOLUTION NW AND WERE PROFESSIONALLY SURVEYED BY AKS ON NOVEMBER 1ST, 2021.
 - ZONE AE LINE PER GIS OVERLAY OF FEMA FIRM NUMBER 41090204560 WITH AN EFFECTIVE DATE OF NOVEMBER 26, 2010.
 - EASEMENTS SHOWN ARE PER TICOR TITLE OWNERSHIP AND ENCUMBRANCE REPORT ORDER NUMBER 360421007930 WITH AN EFFECTIVE DATE OF 10/28/2021.

LEGEND	
EXISTING	EXISTING
DECIDUOUS TREE	STORM DRAIN CLEAN OUT
CONIFEROUS TREE	STORM DRAIN CATCH BASIN
FIRE HYDRANT	STORM DRAIN AREA DRAIN
WATER BLOWOFF	STORM DRAIN MANHOLE
WATER METER	GAS METER
WATER VALVE	GAS VALVE
DOUBLE CHECK VALVE	GUY WIRE ANCHOR
AIR RELEASE VALVE	UTILITY POLE
SANITARY SEWER CLEAN OUT	POWER VAULT
SANITARY SEWER MANHOLE	POWER JUNCTION BOX
SIGN	POWER PEDESTAL
STREET LIGHT	COMMUNICATIONS VAULT
MAILBOX	COMMUNICATIONS JUNCTION BOX
	COMMUNICATIONS RISER
EXISTING	
RIGHT-OF-WAY LINE	
BOUNDARY LINE	
CENTERLINE	
PROPERTY LINE	
DITCH	
CURB	
EDGE OF PAVEMENT	
EASEMENT	
FENCE LINE	
GRAVEL EDGE	
POWER LINE	
OVERHEAD WIRE	
COMMUNICATIONS LINE	
FIBER OPTIC LINE	
GAS LINE	
STORM DRAIN LINE	
SANITARY SEWER LINE	
WATER LINE	



CITY OF ST. HELENS PLANNING DEPARTMENT

M E M O R A N D U M

TO: Planning Commission
FROM: Jacob A. Graichen, AICP, City Planner
RE: Proactive Planning Commission framework version 2.0
DATE: May 3, 2022

Attached to this memo is a new version, as emailed to staff on April 27, 2022, of proposed proactive commission initiative rules that was worked on by a non-quorum group of Commissioners (Hubbard, Pugsley and Toschi) following last month's discussion.

This version includes suggested edits and comments by staff following review on May 2, 2022.

This does not include the discussion last month about agenda items. For example, should there be a "placeholder" agenda item with a time limit or not? "Placeholder" means always present regardless if there is an item to discuss or not. The minutes from last month (to be approved this month) and the Planning Commission's draft annual report to Council memo provide a good overview of last month's discussion and are both part of this month's meeting packets.

The latest draft of rules establishes a completeness determination by staff with a timeline for submittal. If the Commission concurs with this approach, the proactive item would be on the agenda only when we receive a proper and timely proposal. This could just go under the DISCUSSION ITEMS portion of the agenda or another new title like PROACTIVE ITEMS or whatever the group thinks it should be called. If this is the case, a "placeholder" agenda item would not be necessary.

CITY OF ST. HELENS OREGON

PLANNING COMMISSION PROACTIVE PROCEDURES

- 1) Any Planning Commissioner can request that an agenda item include a proactive matter for Commission consideration ("Proactive Item"). In order to place a "Proactive Item" on the Planning Commission Agenda, the proposing Commissioner shall at least 10 business days before the week prior to the scheduled Planning Commission meeting, submit the "Proposed Item" for Staff review and comment.
- 2) The "Proactive Item" submitted to Staff ~~must shall~~ contain the following elements:
 - a. The proposed Proactive Item ~~must shall~~ identify in the presented materials how the item or matter for Commission study, planning, approval, action, proposed legislation, or other is within the Jurisdiction of the Planning Commission and ~~must shall~~ identify specifically which provisions of the St. Helens Municipal Code Section 2.08.080 or 17.36.020(6) is/are applicable for the purposes of Jurisdiction;
 - b. The proposed Proactive Item submission ~~should shall~~ outline the reasons the Commissioner believes the Proactive Item is something the Planning Commission should undertake;
 - c. The Proactive Item submission should outline process of study, investigation, or decision making that the Commissioner suggests the Planning Commission adopt. The opportunity and participation of Public review, participation and comment should be outlined for the process.
 - d. The Proactive Item submission should discuss a timeline for Planning Commission decision and budget.
- 3) Having timely received a proposed Proactive Item submission from a Planning Commissioner, Staff shall review the proposed Proactive Item submission for compliance with 1 and 2 and place it on the Agenda for the next Planning Commission meeting if 1 and 2 are met. Staff may comment upon the Proactive Item.
- 4) The Planning Commission may take up the Proactive Item on the Agenda as it sees fit. In considering a Proactive Item, the Commission shall include as a basis for its determination:
 - a. Determination of Jurisdiction per 2.a and reasons per 2.b.
 - b. Alignment with the goals and projects identified in the City Council adopted strategic plan. If a Proactive Item is not related to a project identified in the strategic plan that specifically pertains to Planning Department staff, whether and how much the Proactive Item will detract from Planning Department staff's ability to act on the strategic plan item(s) within the strategic plan period combined with other necessary tasks staff must already perform must be evaluated.
 - c. What level of staff involvement will be necessary for the Proactive Item to advance and what actual staff availability is anticipated based on workload trends and overall staffing within the confines of the city budget? Research and reporting on that research is an example of an activity that can be

Commented [JG1]: This means about two weeks before the week of the PC meeting. Because agendas are due about a week before the meeting, this is not much time. Because often things are hectic with multiple deadlines this could result in frequent insufficient staff consideration, review, comment, etc.

For land use applications, code gives us 30 days to deem an application complete. Often, something is submitted, and it takes more than a week to start reviewing it because of the many other things staff is already engaged in. Based on this, the lead time should be about 37 days (30 days + one week) to ensure "completeness" before packets are due.

However, 30 days is simpler to manage/track and may be feasible and is worth discussing.

This is also question of how "raw" the proactive item request should be in the agenda.

Commented [JG2]: Ideally, there would be some staff input, but this can vary greatly depending in the nature of the item, and the personality or aptitude of the commissioner.

This brings up a question of how much material the item includes (e.g., 1 page v. 50 pages). And what if several commissioners are vying for separate proactive items simultaneously?

Should the Councilor who is the commission's liaison be included here too? When is their input, if at all?

Staff "comment" could be considered inconsistent with the last sentence of 3.

Commented [JG3]: This seems overkill for the submittal stage for commission consideration. Seems details would be worked out after the commission agrees to pursue something.

Commented [JG4]: Like "c" before it, this seems like a lot to just pitch an idea. Also seems like a lot for a commissioner who may not know how to answer these without assistance.

conducted by Commissioners that minimize staff inclusion and helps preserve staff's ability to conduct daily work tasks and other necessary priorities.

- d. Will there be any expenses and if so, are there available funds in the city's adopted budget for anticipated expenditures?
- e. The proposed Proactive Item is not a result of conflict of interest or bias of any Commissioner.

RUSS HUBBARD SUGGESTED ENDING AT ITEM 4.

- ~~5) If the Commission is persuaded the item is something it would like to explore, the Commission would vote to do so. The Commission may also vote to reject the item for consideration as a Commission, or it may request the item be refined and presented at a future meeting;~~
- ~~6) The Commission would discuss how it wants the item to be explored, and when and what information it would like to have at a further meeting;~~
- ~~7) An item would move forward at a pace on the Agenda as dictated by the Commission;~~
- ~~8) Public Comment and input, proper notice, and public participation need to be included in all Commission decisions, recommendations, and proposed Legislation;~~
- ~~9) Once an agenda item works its way through the Planning Procedures, formal adoption of a resolution can take place for communication to the Council.~~

Formatted: Numbered + Level: 2 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 1" + Indent at: 1.25", Tab stops: 1.5", Left

Formatted: Font: (Default) Times New Roman, 12 pt

Commented [JG5]: I agree with Russ. The Commission voting or being majority in favor of pursuing something is already a given.

Discussion about how and timing is also a given, or dictated by several factors, both internal and external.

Public inclusion is already baked in city (Comprehensive Plan) and state (Statewide Planning Goal 1) policy.

Finally, how something is adopted will vary. Some things may not be subject of adoption.

CITY OF ST. HELENS PLANNING DEPARTMENT ACTIVITY REPORT



To: City Council
From: Jacob A. Graichen, AICP, City Planner
cc: Planning Commission

Date: 04.26.2022

This report does not indicate all *current planning* activities over the past report period. These are tasks, processing and administration of the Development Code which are a weekly if not daily responsibility. The Planning Commission agenda, available on the City's website, is a good indicator of *current planning* activities. The number of building permits issued is another good indicator as many require Development Code review prior to Building Official review.

PLANNING ADMINISTRATION—PREAPPLICATIONS MEETINGS

Building Official and I visited the Armstrong World Industries site on RR Ave. to talk with the potential new owners and permitting matters. Good meeting. Property transaction deal seems close.

PLANNING ADMINISTRATION—MISC.

Engineering, Planning and Administration met with the St. Helens Marina about street development/parking in the St. Helens Marina area in late March (after the March report was finished). Developed a general game plan about improvements to the street network utilizing existing right-of-way to increase parking and access in that area.

Prepared semi-annual report materials for presentation to the City Council.

Annual performance review conducted for Associate Planner/Community Development Project Manager.

Columbia SWCD is proposing a noxious weed abatement effort with grant funds from ODA. This requires an authorization from local planning officials of the various jurisdictions this will take place in, including the City of St. Helens. Though this may be close to some sensitive land areas it is exempt from permitting as chemical use will be applied by DEQ licensed folks, as expected by a project by Columbia SWCD. **I attached the application for those curious.**

Responded to a County referral (file V 22-05) for a setback Variance for a property within the St. Helens Urban Growth Boundary at 35069 Achilles Road. **See attached.**

The US Army Corps of Engineers is holding an open house for river dredging the same week that this report is due (last week of April). The **open house notice is attached** if anybody is interested.

PLANNING COMMISSION (& acting HISTORIC LANDMARKS COMMISSION)

April 12, 2022 meeting (outcome): The Commission approved a Variance to allow a reduced front yard for a vacant lot along S. 10th Street. The Commission was presented to Water Master Plan by the city's consultants. They also discussed the preferred alternatives for proposed

dockage improvements at Grey Cliffs Park, continued the previous month's proactive initiative, and the interview committee for a recent mid-term resignation from one of our commissioners.

May 10, 2022 meeting (upcoming): The Commission will be presented with Planning staff's semiannual report and the right-of-way vacation related to the public safety facility. They will discuss the June Planning Commission annual report to the Council. Proactive initiative discussion will continue from the last couple months. Perhaps more.

COUNCIL ACTIONS RELATED TO LAND USE

The mayor signed the public right-of-way dedication to allow the Comstock property to have access from Barr Avenue. Good timing as we received the subdivision application this month.

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

Annual software update efforts (for Planning and Engineering) continue from last month.

Mother nature continued to be uncooperative pertaining to our aerial photo efforts. Last month I reported the flight as originally scheduled in March being delayed to no later than April 10th. The day in the first part of the month when it was around 70 degrees was the needed window of opportunity and the aerals were captured before the 10th.

Note that the contractor did a flight on March 16th but the light was imperfect on the west side due to cloud cover. However, this effort will be useful for planimetric data and I believe we will get these aerals for leaf off conditions, albeit imperfect. Some images samples of the March 16 flight are **attached**.

ASSOCIATE PLANNER—*In addition to routine tasks, the Associate Planner has been working on:*
See attached.

From: [Jennifer Dimsho](#)
To: [Jacob Graichen](#)
Subject: April Planning Department Report
Date: Tuesday, April 26, 2022 10:10:52 AM

Here are my additions to the April Planning Department Report.

GRANTS

1. **OPRD - Local Government Grant – Campbell Park Improvements** - 6-month grant extension granted for the COVID-19 related delay of court surfacing materials. Submitted closeout paperwork to the state for the grant deadline of April 29, 2022. Waiting on dry weather for PW to finish grading of stormwater area (plants ordered and pick up, soil delivered). PW to stripe parking lot.
2. **CDBG- Columbia Pacific Food Bank Project** – Approved final Change Order summary with the state. Submitted final quarterly report and budget. Final Occupancy is likely this week! New completion is 6/30.
3. **Safe Routes to School - Columbia Blvd. Sidewalk Project** – New IGA with County and amendment to add culvert to sidewalk project complete. 60% design initiated, then the County will work on permitting. Bidding is anticipated late Fall 2022 with construction in Spring/Summer 2023. Amendment approved to push completion deadline from November 2022 to February 2024.
4. **Business Oregon – Infrastructure Finance Authority** – Signed contract documents have been sent to back to state for approval.
5. **Certified Local Government – Historic Preservation Grant Program** – Roof work completed in April. Invoices paid. Submitted final report and photos to SHPO for approval ahead of the June deadline.
6. **Technical Assistance Grant with the Oregon State Marine Board** - To assist with design and permitting of an in-water fishing dock and paddlecraft launch facility at Grey Cliffs Park. Stakeholder meeting held on 3/15 and a preferred alternative design was discussed. This design went before Parks & Rec. Comm and PC in April, and scheduled a Public Forum with Council on May 4 for final feedback.

PROJECTS & MISC

7. **Riverwalk Project (OPRD Grants x2)** – Columbia View Park expansion land use process completed! Playground re-design work is continuing and will be presented to Council/Parks & Rec. Comm soon. This work is now SDC eligible. Riverwalk Project and park design will proceeding to 60% design!
8. **Riverfront Streets/Utilities Design/Engineering** – Held a Joint PC/CC meeting to discuss 90% streets/utilities project update on 3/16. Pump station building design work is at 60%. Discussed land use permitting process for pump station facility. Underground utility design will need to be completed by a separate contractor, and a new RFQ will be needed for this work.
9. **St. Helens Industrial Business Park (SHIBP) Public Infrastructure Design**– Work Order 1 approved - 30% design for Phase I infrastructure & permitting/grading work for Phase II. Held 2nd stakeholder meeting on 2/17 to discuss utility and transportation needs for Phase I infrastructure. Continuing PGE coordination for new substation. Kicking off Phase

II grading work 4/27.

10. **Riverfront Redevelopment RFQ** – RFQ closed on 4/1 with 2 submittals received. Selection Committee to convene on 5/11 and 5/18 to review developer presentations and select a candidate.
11. **Waterfront Redevelopment Website** – Project websites completely updated with the assistance of Communications Officer.
12. **Dig-E-Plan** – Building Department is rolling out a new digital plan review for building permits applications. Attended a 2-hour training to learn the new software tools and functionality. Reviewing test record.
13. **Nob Hill Nature Park** – Portland Community College student mapping project. Assisting Friends of Group to kick off the project with the GIS student who will work on preparing a map for posting at the kiosk.
14. **Friends of Dalton Lake** – Assisting Friends Of group with a new map of the trail system at Dalton Lake for posting at the kiosk.

Jenny Dimsho, AICP

Associate Planner / Community Development Project Manager

City of St. Helens

(503) 366-8207

jdimsho@sthelensoregon.gov

Application Name: Columbia County: Partnering to Protect Public Lands from Noxious Weeds

By: Columbia SWCD

Offering Type: ODA County Noxious Weed Grant

Application Type: ODA Noxious Weed

OWEB Region: North Coast

County: Columbia

Coordinates: 45.840623,-122.835582

Applicant:

Nathan Herr, District Manager
35285 Millard Road
St Helens OR 97051-2745
503.433.3205
nathan.herr@columbiaswcd.com

Payee:

Malyssa Legg
35285 Millard Road
St Helens OR 97051
503.433.3205
malyssa.legg@columbiaswcd.com

Project Manager:

Crystalyn Bush
35285 Millard Rd.
St. Helens OR 97051
503-433-3205
crystalyn.bush@columbiaswcd.com

Budget Summary:

OWEB Amount Requested: \$38,126
Total Project Amount: \$48,949

Administrative Information

Abstract

Provide an abstract statement for the project. Include the following information: 1) Identify the project location; 2) Briefly state the project need; 3) Describe the proposed work; 4) Identify project partners.

Project location: Public lands including parks and right of ways in Scappoose and St. Helens, and in between

Project Need: Our County faces many challenges when it comes to combatting noxious weeds. COVID has set us back in our efforts to address these challenges. However, recent changes in staff at many of our local agencies as well as new DEQ requirements to address mercury levels in the Lower Willamette watershed provide an opportunity, and indeed an imperative, to develop new management strategies, programs based on agency partnerships, and long term solutions for local watershed issues. This grant will allow us to continue controlling regional EDRR species while we develop these plans.

Proposed Work: A licensed restoration crew will chemically treat Meadow knapweed, Lesser celandine, handpull and cut -stump treat Spurge laurel. ODA staff will chemically treat a patch of Milk thistle. The project proposes ~120 gross acres and ~23-24 net acres of weeds treated and ~ 48 acres of survey. All treated sites will be seeded after treatment to suppress future regrowth of weeds, stabilize soils, and enhance habitat. Since knapweed is now known to exist on properties managed by both cities and the county, developing strategies for this species will be the first order of business for the group. Local partners will meet biannually to discuss long term plans to deal with invasive species infestations. The Columbia SWCD and County are undertaking a pilot project to create pollinator habitat and native stormwater swales at Ruley Trailhead along CZ Trail. This project will provide an example of partnership programs that could be implemented to satisfy TMDL requirements while addressing other needs like noxious weed control.

Partners: Columbia County, City of St. Helens, City of Scappoose, Port of Columbia County, Scappoose Bay Watershed Council, OR Dept. of Ag, OR Dept. of Forestry, OSU Extension, volunteers.

Location Information

What is the ownership of the project site(s)?

☒ *Public land (any lands owned by the Federal government, the State of Oregon, a city, county, district or municipal or public corporation in Oregon)*

What agency(ies) are involved?

Columbia County, City of St. Helens, City of Scappoose, Port of Columbia County

☒ *Private (land owned by non-governmental entities)*

Please select one of the following Landowner Contact Certification statements:

☐ I certify that I have informed all participating private landowners involved in the project of the existence of the application, and I have advised all of them that all monitoring information obtained on their property is public record.

☒ I certify that contact with all participating private landowners was not possible at the time of application for the following reasons: Furthermore, I understand that should this project be awarded, I will be required by the terms of the OWEB grant agreement to secure cooperative landowner agreements with all participating private landowners prior to expending Board funds on a property.

Please List your reasons

The Spurge laurel infestations occur on either side of Railroad Ave. The NE side is owned by the Port and the SW side is owned by a private commercial property owner. The Columbia SWCD will work with the private landowner to get a Cooperative agreement in place, if funds are awarded. The property is owned by a commercial landowner and there is a process for getting forms signed. There is plenty of time to work on this given that Spurge laurel work does not occur until later in the year.

☐ *Not applicable to this project*

☐ *This grant will take place in more than one county.*

Permits

Other than the land-use form, do you need a permit, license or other regulatory approval of any of the proposed project activities?

☒ Yes

☐ No

For Details Go to Permit Page

I acknowledge that I am responsible for verifying applicable permits, licenses, and General Authorizations required for the project, and can update information at grant agreement execution.

☒ Yes

Racial and Ethnic Impact Statement

Racial and Ethnic Impact Statement

- ☐ The proposed grant project policies or programs could have a disproportionate or unique POSITIVE impact on the following minority persons. (indicate all that apply)
- ☐ The proposed grant project policies or programs could have a disproportionate or unique NEGATIVE impact on the following minority persons. (indicate all that apply)
- ☒ The proposed grant project policies or programs WILL HAVE NO disproportionate or unique impact on minority persons.

Insurance Information

If applicable, select all the activities that are part of your project - These require a risk assessment tool unless otherwise noted (check all that apply).

- ☐ Working with hazardous materials (not including materials used in the normal operation of equipment such as hydraulic fluid)
- ☐ Earth moving work around the footprint of a drinking water well
- ☐ Removal or alteration of structures that hold back water on land or instream including dams, levees, dikes, tidegates and other water control devices (this does not include temporary diversion dams used solely to divert water for irrigation)
- ☐ Applicant's staff or volunteers are working with kids related to this project (DAS Risk assessment tool not required, additional insurance is required)
- ☒ Applicant's staff are applying herbicides or pesticides (DAS Risk assessment tool not required, additional insurance is required)
- ☐ Insurance not applicable to this project

Additional Information

- ☐ This project affects Sage-Grouse.

Problem Statement

Weed species: List all state listed noxious weeds pertaining to this project. Create a separate entry per weed species.

Species #1**Noxious weed species**

Meadow knapweed (*Centaurea moncktonii*)

Habitat: Only list one habitat type per noxious weed species.

☐ *Riparian*

☒ *Upland*

☐ *Instream*

☐ *Estuary*

Treatment method

Infestations of Meadow knapweed (*Centaurea moncktonii*) will be chemically treated by a licensed restoration crew in the early-mid summer of 2022. The crew will spot spray using backpack sprayers. These plants were thought to be Spotted knapweed, until recently when ODA staff corrected the identification.

Net treatment acres

3

Gross treatment acres

25

Total survey acres?

~48 acres along CZ Trail

Herbicide(s) and rate?

0.2% Aminopyralid solution or Transline at 0.5% rate depending on contractor recommendation

Treatment timing

Meadow knapweed will be treated in early-mid summer of 2022 on dry days.

Species #2

Noxious weed species

Lesser celandine (*Ficaria verna*)

Habitat: Only list one habitat type per noxious weed species.

☒ *Riparian*

☐ *Upland*

☐ *Instream*

☐ *Estuary*

Treatment method

Lesser celandine will be chemically treated on dry days in early spring 2022 and 2023, if funds allow.

Net treatment acres

0.2

Gross treatment acres

1

Total survey acres?

~48 acres along CZ Trail

Herbicide(s) and rate?

The crew will use a 1-1.5% Imazapyr, 0.5% Agri-Dex or similar solution based on Contractor recommendations.

Treatment timing

Treatment will occur in early to mid spring, during dry days.

Species #3

Noxious weed species

Milk thistle (*Silybum marianum*)

Habitat: Only list one habitat type per noxious weed species.

☒ *Riparian*

☐ *Upland*

☐ *Instream*

☐ *Estuary*

Treatment method

Chemical treatment of Milk thistle will take place in the spring of 2022 on a dry day. ODA staff will conduct a foliar application of herbicides from a backpack sprayer.

Net treatment acres

0.01

Gross treatment acres

0.1

Total survey acres?

~48 acres along CZ trail

Herbicide(s) and rate?

ODA staff will use an herbicide rate of 0.01% Milestone or similar product with aminopyralid as the active ingredient.

Treatment timing

Milk thistle will be treated in mid spring during active rosette development and early bolting, but before flowering.

Species #4Noxious weed speciesSpurge laurel (*Daphne laureola*)*Habitat: Only list one habitat type per noxious weed species.*☐ *Riparian*☒ *Upland*☐ *Instream*☐ *Estuary*Treatment method

A licensed restoration crew will handpull smaller Spurge laurel plants and perform cut stump treatments on larger plants in late fall/early winter 2022. Pulled and cut plants will be piled on tarps and left to dry out or hauled to the transfer station and disposed of as garbage.

Net treatment acres

20

Gross treatment acres

100

Total survey acres?

~ 48 acres along CZ Trail

Herbicide(s) and rate?

Cut stump treatment of mature plants using undiluted Capstone or Garlon 4, depending on Contractor recommendations

Treatment timing

Spurge laurel will be handpulled and treated in the late fall or early winter 2022.

Has this project been previously funded by Oregon State Weed Board?☒ Yes☐ NoHave you consulted with an ODA staff about this proposal?☒ Yes☐ NoIf yes who?

Tristen Berg and Beth Myers-Shenia

Has this project been previously funded by Oregon State Weed Board?☒ Yes☐ No

If this project has been funded before, what year(s) and provide the grant number. Provide an overview of past grants: past treatment successes and failures, need for additional treatment, estimated acreage for treatment over past grants, method of control and how this project relates to other projects within the area?

A version of this project was previously funded in 2020. The grant number for that project was 2020-33-003c and it was called Columbia County Giant Hogweed and EDRR Treatment and Survey. This project accomplished about 9 miles of survey along Milton Creek to look for additional infestations of Giant hogweed. None was found. Funds were also used to treat spots of Meadow knapweed on public lands and Spurge laurel on Port owned properties. Due to COVID, meetings for the local weed workgroup were suspended in 2020 and 2021. While treatment on knapweed was successful, some plants still persist at these sites and new spots have been identified since treatment took place in summer of 2020. A lot of headway was made on Spurge laurel infestations on Port owned property NE of Railroad Ave. in St. Helens. However, the remaining funds allotted in the previous grant for contractor services only paid for 1 day of crew time. More time is needed to thoroughly cover this area and address infestations on a commercially owned property across the street, which represents about another 35-40 gross acres of Spurge laurel work. If these infestations are not eradicated, Spurge laurel will begin infesting riparian areas around Milton Creek and continue acting as a seed source for new infestations throughout the County. The method of treatment was the same in the previous grant as is suggested in this application.

This project is complimentary to many other efforts occurring in the watershed. The County, City of St. Helens, and City of Scappoose are both in the process of writing TMDL Implementation Plans to address high levels of mercury in the Lower Willamette watershed. This poses an opportunity for greater partnership with these agencies as they attempt to draft new ordinances, develop new maintenance and management strategies, and look for opportunities to show progress on this front. The Columbia SWCD and local watershed council are involved in a local TMDL workgroup to provide advice to these agencies and maximize potential for restoration partnerships. Mercury reduction strategies include actions like creating vegetated ditches for biofiltration, reducing erosion, and maintaining native vegetation along roadsides to reduce the need for pesticide use.

Additionally, the Columbia SWCD has applied for grants to continue treating Garlic mustard along Scappoose Creek. Finally, NRCS has a forest health and diversity program active in this area.

Proposed Solution

Identify your integrated pest management methods:

- ☐ Assessment/Management Plan Development
- ☐ Biological control
- ☒ Education and outreach
- ☒ Herbicide control
- ☒ Manual or mechanical control
- ☐ Monitoring
- ☐ Other:
- ☒ Prevention
- ☒ Restoration
- ☒ Survey

Describe the method of survey planned

The Columbia SWCD and volunteers from the friends of CZ Trail will assist with pedestrian surveys of the trail to look for priority species including Meadow knapweed, Spurge laurel, Garlic mustard, and Milk thistle.

Is this project part of a designated weed district?

- ☐ Yes
- ☒ No

Is the project part of an existing weed management plan?

- ☒ Yes
- ☐ No

List the name of the management plan?

Scappoose Bay Strategic Restoration Action Plan (2018)
Oregon Statewide Action Plan for Invasive Species
Noxious Weeds Strategic Plan for Oregon
Oregon Department of Forestry Oregon's Forest Action Plan (2011-2015)

Is this a landowner reimbursement (cost share) project?

- ☐ Yes
- ☒ No

Goals and Objectives

Goal #1

State your project goal. A goal statement should state desired outcomes and the watershed benefit.

The first goal of this project is treat infestations of Meadow knapweed, Lesser celandine, Spurge laurel, and Milk thistle on public lands in order to prevent further spread and reduce infestation sizes in the short term. The effective management of noxious weeds on our public lands is vital to the health of our watersheds. Infestations that start on public lands can easily spread to private lands where they diminish the environmental and economic value of forest, riparian, upland, and agricultural areas.

List specific and measurable objectives. Objectives support and refine the goal by breaking it down into steps for achieving the goal.

The objectives associated with this goal are as follows:

- 1) Hire and oversee a licensed, professional crew to perform all weed treatment activities;
- 2) Purchase native seed mix for use in restoration and prevention activities;
- 3) Purchase and use Pyroweeder for use in site prep and weed control activities;
- 4) Develop data collection apps to be used by treatment crew;
- 5) Seed or plant all treated areas where needed or appropriate and seed sensitive nearby areas for prevention of weed establishment.

Goal #2

State your project goal. A goal statement should state desired outcomes and the watershed benefit.

The secondary goal of this project is to form more well-defined partnerships with local agencies and educate private citizens about the importance of promoting native plants instead of noxious weeds. The Columbia SWCD will educate private landowners about these species and provide general messaging about the benefit of native plants and threat of noxious weeds through volunteer events, our pilot project at Ruley Trailhead, signs installed at restoration sites, and the use of iNaturalist to encourage citizens to help us identify new infestations of noxious weeds. Stronger agency partnerships and a better educated public will further the primary goal of reducing noxious weed infestations, enhancing native plant communities, and protecting the health of our watersheds.

List specific and measurable objectives. Objectives support and refine the goal by breaking it down into steps for achieving the goal.

The objectives associated with this goal are as follows:

- 1) Reconvene biannual meetings of local workgroup;
- 2) Meet with local partners at sites of infestation for purposes of plant identification and knowledge about location;
- 3) Work with local partners to develop practical management strategies to deal with noxious weeds on public lands;
- 4) Identify partnership opportunities and roles for future activities;
- 5) Identify needs or gaps in management capabilities and potential solutions;
- 6) Create iNaturalist project and conduct outreach to involve private citizens;
- 7) Oversee Ruley Trailhead project with County;
- 8) Purchase and install signage at restoration sites; and
- 9) Involve volunteers in CZ Trail survey or planting events.

Which elements of the project will Oregon State Weed Board funds be used for? List specific activity and timing of the activity.

OSWB funds will primarily go towards the following items: 1) Contracted services for a licensed restoration crew to perform treatments of Meadow knapweed (summer 2022), Lesser celandine (early spring 2022 and 2023), and Spurge laurel (late fall/early winter 2022); 2) Purchase of native seed mixes for restoration and prevention (summer

2022); 3) Supplies including a pyroweeder for weed suppression and site preparation (spring-summer 2022), and restoration signage (summer-fall 2022); 4) Indirect costs, and staff time to perform project management activities including contracting, scheduling, coordination with partners, hosting of biannual workgroup meetings, mapping, developing volunteer events, managing iNaturalist project etc... (March 2022-April 2023); 5) Printing costs associated with our annual calendar (Fall 2022); and 6) Personal trailer use (spring and fall 2022).

How does this project relate to other projects being completed or planned (BLM, USFS or local projects) ?

This project relates to the following current or planned projects:

- Treatment of Garlic mustard along N. Scappoose, S. Scappoose, and mainstem Scappoose Creek. Applying for funding from the OSWB for 2022.
- Water Quality Monitoring (OWEB Grant 219-1033): Pays for water quality testing in the Scappoose and Clatskanie watersheds. This work has resulted in the initiation of a local workgroup to investigate and address water quality issues. Additional grant funding will be sought in April.
- Natural Resource Conservation Service Forest Health and Diversity EQIP program is now active in the Scappoose Bay watershed. Approved activities include pre-commercial thinning, herbaceous weed management, replanting and more.
- Project with OR Department of Forestry to assist landowners with fuel reduction and native plant restoration projects. This project is in development right now and is dependent on funds being awarded.

How does this project fit into the statewide and/or local weed management objectives? Identify the county weed listing priority if known.

This project addresses the following objectives from the Oregon Noxious Weeds Strategic Plan:

- State Objective One: Leadership and Organization
- State Objective Two: Cooperative Partnerships
- State Objective Three: Planning and Prioritizing
- State Objective Four: Increase Education and Awareness
- State Objective Five: Integrated Weed Management
- State Objective Six: Early Detection and Control of New Invaders

This project will address the following objectives from the Oregon Statewide Strategic Plan by the Oregon Invasive Species Council:

- Objective I: Prevention
- Objective II: Early Detection & Rapid Response
- Objective III: Control & Management
- Objective IV: Education and Outreach
- Objective V: Coordination and Leadership

Invasive weeds management, early detection and rapid response, and cooperative partnerships, are also identified as priorities in the:

Oregon Department of Forestry's Oregon's Forest Resource Strategy and
Scappoose Bay Watershed Restoration Action Plan

Wrap-Up

Are there additional partners

☒ Yes

☐ No

List additional partners?

Project Partner #1

Name or organization

Columbia County

Role and responsibilities?

Attend biannual meetings and work with SWCD to develop management plans for parks to control noxious weed infestations and promote healthy native plant communities. Contribute cash match to fund purchase of native seed for restoration and prevention. Collaborate with the SWCD to accomplish the Ruley Trailhead pilot project and maintain plantings over time. Columbia County Land Development Services will waive fee to review and sign the Land Use Form.

Project Partner #2

Name or organization

City of Scappoose Public Works Department

Role and responsibilities?

Attend biannual meetings and work with SWCD and Scappoose Bay Watershed Council to develop management plans for parks to control noxious weed infestations and promote healthy native plant communities. Contribute cash match to fund purchase of native seed for restoration and prevention.

Project Partner #3

Name or organization

City of St. Helens Parks and Recreation Department

Role and responsibilities?

Attend biannual meetings and work with SWCD and Scappoose Bay Watershed Council to develop management plans for parks to control noxious weed infestations and promote healthy native plant communities. Contribute cash match to fund purchase of native seed for restoration and prevention.

Project Partner #4

Name or organization

Port of Columbia County

Role and responsibilities?

Attend biannual meetings and work with SWCD to develop management plans for natural areas to control noxious weed infestations and promote healthy native plant communities. Contribute cash match to fund purchase of native seed for restoration. Maintain Port properties in the long term to remain free of Spurge laurel.

Project Partner #5

Name or organization

Oregon Department of Forestry

Role and responsibilities?

Attend biannual meetings and work with SWCD to plan noxious weeds workshop for seasonal crew. Collaborate with the SWCD to develop fuel reduction/firescaping projects and outreach to educate the public on fire prevention strategies that focus on removing fuel loading noxious weeds and replacing with fire resistant native plants.

Project Partner #6

Name or organization

Scappoose Bay Watershed Council

Role and responsibilities?

Attend biannual meetings and work with SWCD to develop management plans for areas with noxious weed infestations on City owned lands. Treat Meadow knapweed and other non-native species in Veterans and Chief Concomly Parks for City of Scappoose, treat non-priority invasive species on other City owned properties, survey and monitor City properties with natural areas, and help identify any other priority infestations on these properties. The Scappoose Bay Watershed Council assists with vegetation management and planning in natural areas for both the City of St. Helens and Scappoose.

Project Partner #7

Name or organization

Oregon Department of Agriculture - Noxious Weeds Program

Role and responsibilities?

ODA Staff will provide in-kind services by treating the infestation of Milk thistle at Grey Cliffs Waterfront Park and providing technical assistance during the project.

Project Partner #8

Name or organization

OSU Extension Office

Role and responsibilities?

Attend biannual meetings and provide technical assistance as needed. Staff has extremely valuable knowledge of local ecology, plant biology, and historical work in the County.

Project Partner #9**Name or organization**

Private citizens/Volunteers

Role and responsibilities?

Participate in Ruley Trailhead plantings, surveys along CZ Trail, and INaturalist data collection.

How will restoration be a part of your project? If restoration is not a component of this project please explain.

All treated areas will be seeded with a native seed mix to suppress future weed growth. Susceptible adjacent areas will also be seeded to prevent establishment of weed species, such as along right of ways where Meadow knapweed is spreading. Seed composition will be appropriate for individual sites and will support other important functions such as pollinator and wildlife habitat, soil stabilization, and filtration.

Does this project protect a high priority species or habitat? Please give a brief description of the species or habitat.

Several of the treatment sites for Meadow knapweed, Lesser celandine, and Milk thistle are in riparian areas. These areas are crucial habitat for many wildlife species including ESA listed salmonid species, lamprey, and non-anadromous aquatic species. The streams associated with this project are used by Lower Columbia River Coho, Lower Columbia River DPS Steelhead, Lower Columbia River Chinook, Coastal Cutthroat Trout, and Pacific lamprey. They are also used as migratory corridors by large mammals, nesting habitat for songbirds, pollinator habitat, and more. Riparian areas are used by virtually all wildlife due to their proximity to water and natural biodiversity.

Spurge laurel removal will help protect important oak woodland habitat. Infestations of Spurge laurel are diminishing the value of these rare habitats and also threaten the health of adjacent riparian areas along Milton Creek.

At the end of the project, how will it be determined whether the goals and objectives listed in application have been met? What elements will be monitored and by whom, how often and for how long?

Goals and objectives of the project will be met if: 1) Infestations of Meadow knapweed on public lands are treated in summer 2022; 2) Infestations of Lesser celandine are treated in spring 2022; 3) Spurge laurel infestations around Railroad Ave. are removed/treated in fall/winter 2022.; 4) Milk thistle is treated in the spring of 2022; 5) Native seed mix is purchased and used to restore treatment sites; 6) Partners attend biannual workgroup meetings; 7) Long term management plans are adopted for Meadow knapweed sites; 8) Ruley Trailhead project is complete with volunteer involvement; and 9) A noxious weed survey of CZ trail is accomplished.

The Columbia SWCD will continue to monitor Meadow knapweed, Lesser celandine, Spurge laurel, and Milk thistle sites on public lands for the next 3 years. However, management plans developed as part of this project will shift long term maintenance and monitoring responsibilities to owning agencies (i.e. the County, Cities, and Port).

What is the long-term plan for this project? Who will maintain the project after the grant and for how long?

The long term plan for this project is to strengthen partnerships with local management agencies in order to maximize noxious weed control and the protection of native plant communities throughout the County. By collaborating on management plans for areas with infestations of priority species, we can prevent these species from spreading and work towards eradication. Maintenance of roadside and park sites will be the responsibility of the managing agency (either the County or Cities). Maintenance of the Ruley Trailhead site will be the responsibility of the Columbia SWCD and CZ Trail volunteers. Maintenance of the oak woodland sites will be the responsibility of the landowners, namely the Port of Columbia County and the commercial property owner. All sites will be maintained indefinitely and the Columbia SWCD will make visual inspections of most sites at least annually for at least 3 years.

Climate Considerations

Briefly describe your understanding of how the characteristics and functions of the watershed where the proposed project will occur are anticipated to change due to climate impacts in the future. In particular, describe how species, habitat, and/or water quality variables at the project site location are expected to be affected. Refer to Technical Resources now available on this webpage, if needed: <https://www.oregon.gov/oweb/resources/Pages/Field-Tech-Guidance.aspx>

We anticipate the continuation and exaggeration of recent climate trends consisting of warmer and drier summers, wetter winters, and smaller spring freshets due to less snowpack in the mountains. These climate trends generate more winter flooding and high flow events leading to increased erosion and runoff reaching the streams. Flooding events also spread noxious weeds by sending seeds and plant fragments downstream.

Warmer, drier springs appear to be affecting plant life cycles, speeding up germination, growth and seed set. This directly impacts this project, as treatment timing is crucial to effective control and preventing seed maturation.

Summers have been noticeably warmer and drier in recent years, reaching record temperatures in consecutive years. This has negative impacts on water quality and quantity in our local streams as waters warm and there is less groundwater recharge. Aquatic species that use these streams, such as salmon and lamprey, are greatly impacted by these climate changes. Other wildlife such as native turtles, amphibians that lay their eggs in water (like Red-logged frogs and long toed salamanders), waterfowl, and all wildlife that depend on freshwater and aquatic species for food, are negatively impacted by these changes.

How have you accounted for these climate-impact considerations in your project planning, design or implementation? Please describe briefly

We will pay close attention to weather patterns as we schedule days for weed treatment to ensure that treatment timing is optimal and that treatment is effective. The SWCD will monitor plant growth and base treatment scheduling around plant life cycle timing. We will also schedule plantings and seedings in accordance with favorable weather patterns and consider climate change impacts when selecting species for these activities. The SWCD has started pushing fall plantings later in the year to accommodate for warmer, drier starts to fall.

Are there any constraints on your ability to incorporate climate considerations into project planning? For example: Lack of information about climate impacts at the project planning scale; Gaps in understanding what nursery or seed stock to use given potential climate impacts; Gaps in accessing these stocks; Lack of methods to quantify climate benefits; Uncertainty about how to define a baseline for assessing potential change; Metrics for understanding climate resilience are not well-defined.

- ☒ Yes
☐ No

If Yes, then please briefly describe the specific constraints relevant to the proposed project activities (e.g., native species, habitat, water quality).

The impacts, especially species specific impacts, from climate change are still largely unknown. We will make project management decisions using the best information available and some educated assumptions about species response, but we are just starting to learn the nuanced impacts that climate change will have on local ecology.

The State of Oregon is committed to identifying ways it can reduce impacts from harmful emissions. While the overall outcomes of OWEB funded projects may have many climate benefits, some necessary activities that occur during projects will result in increased emissions. To help us understand the current situation, please check all of the following that might apply to your project:

- ☒ *Driving gas-powered automobiles, including trucks and All Terrain Vehicles (ATVs)*
- ☒ *Operating gas-powered machinery other than automobiles (for example: chainsaws or other hand-held equipment)*
- ☐ *Operating gas-powered machinery larger than automobiles (for example: excavators)*
- ☐ *Boats*
- ☐ *Other*
- ☐ *Not applicable to project activities*

Are you considering alternative approaches that could reduce emissions (e.g., use of electric chainsaws or motors)?

- ☐ Yes
- ☒ No

Budget

Item	Unit Type	Unit Number	Unit Cost	OWEB Funds	External Cash	External In-Kind	Total Costs
Salaries, Wages and Benefits							
Resource Conservationist wages	Hours	160	\$35.00	\$5,600	\$0	\$0	\$5,600
Riparian Specialist wages	Hours	100	\$31.00	\$1,550	\$0	\$1,550	\$3,100
Outreach Coordinator wages	Hours	10	\$32.00	\$0	\$0	\$320	\$320
Category Sub-total				\$7,150	\$0	\$1,870	\$9,020
Contracted Services							
Herbicide treatment of Meadow knapweed and Lesser celandine (2 person crew)	Days	4	\$640.00	\$2,560	\$0	\$0	\$2,560
Manual removal and cut stump treatment of Spurge laurel (large crew: 5-6 people, plus herbicide and disposal costs)	Days	5	\$2,500.00	\$12,500	\$0	\$0	\$12,500
Oregon Department of Agriculture	Hours	4	\$88.00	\$0	\$0	\$352	\$352
Scappoose Bay Watershed Council Project Manager	Hours	10	\$30.00	\$0	\$0	\$300	\$300
Volunteer hours for native plantings and surveys along CZ trail	Hours	25	\$28.54	\$0	\$0	\$714	\$714
Columbia County - General Facilities Manager will participate in biannual meetings and additional site visits	Hours	6	\$80.00	\$0	\$0	\$480	\$480
OSU Extension Office - Staff attend meetings and provide technical guidance on Rule Trailhead project	Hours	10	\$75.00	\$0	\$0	\$750	\$750
OR Dept. of Forestry - Stewardship forester attend biannual meetings and other meetings to plan projects with SWCD	Hours	10	\$75.00	\$0	\$0	\$750	\$750
City of Scappoose Public Works Director attend biannual meetings and other site visits	Hours	6	\$75.00	\$0	\$0	\$450	\$450
City of St. Helens Parks and Rec manager attend biannual meetings and other site visits	Hours	6	\$75.00	\$0	\$0	\$450	\$450
Category Sub-total				\$15,060	\$0	\$4,246	\$19,306
Travel and Training							
Staff mileage	Miles	200	\$0.56	\$0	\$0	\$112	\$112
Category Sub-total				\$0	\$0	\$112	\$112
Materials and Supplies							
Native seed mix for restoration and prevention	Pounds	300	\$35.00	\$8,000	\$2,500	\$0	\$10,500
Pyroweeder	Each	1	\$1,500.00	\$1,500	\$0	\$0	\$1,500

Propane tanks filled for Pyroweeder	Each	2	\$100.00	\$200	\$0	\$0	\$200
Printing costs for SWCD calendar featuring information on noxious weeds	Each	1000	\$1.60	\$200	\$0	\$1,400	\$1,600
SWCD Fulcrum annual account fee for data collection services	Years	1	\$360.00	\$0	\$0	\$360	\$360
Yard signs for restoration project areas	Each	25	\$100.00	\$2,500	\$0	\$0	\$2,500
Category Sub-total				\$12,400	\$2,500	\$1,760	\$16,660
Equipment							
			\$0	\$0	\$0	\$0	\$0
Category Sub-total				\$0	\$0	\$0	\$0
Other							
Land Use Form for County	Each	1	\$250.00	\$0	\$0	\$250	\$250
Staff personal trailer use for native plantings and noxious weed removals	Days	2	\$25.00	\$50	\$0	\$0	\$50
Land Use Form for City of Scappoose	Each	1	\$85.00	\$0	\$0	\$85	\$85
Category Sub-total				\$50	\$0	\$335	\$385
Modified Total Direct Cost Amounts				\$34,660	\$2,500	\$8,323	\$45,483
Indirect Costs							
Federally Accepted 'de minimis' Indirect Cost Rate (up to 10%)	10%			\$3,466	\$0		\$3,466
Total				\$38,126	\$2,500	\$8,323	\$48,949

* = OWEB funds excluded from indirect.

Provide context and justification for how your budget was developed. Explain how project costs and/or rates were determined.

Salary and Wages: We estimate a total of at least 160 Resource Conservationist hours on this project. The Resource Conservationist is the project manager for this project and will perform activities including, but not limited to the following: Hiring and contracting, coordinating treatment, developing data collection apps and analyzing trends in data, coordinating and running biannual meetings of local workgroup, meeting with local partners at treatment sites, developing management plans or strategies with partners, monitoring, and reporting. We estimate a total of at least 100 Riparian Specialist hours on this project. The Riparian Specialist will support the project manager by participating in biannual workgroup meetings, researching and ordering native seed mixes, overseeing pollinator/bioswale project at Ruley Trailhead, recruiting and coordinating volunteers, working with our Outreach Coordinator to develop any outreach materials pertinent to the project and other tasks. We estimate 10 hours for the Outreach Coordinator to work on managing an iNaturalist project, recruiting for volunteer events with pertinent updates to our website and Facebook page, and any other outreach related items for this project.

Contracted services: Amounts for contracted services were estimated using contractor invoices from previous projects and staff knowledge of crew time needed for the treatment work. The cost for Meadow knapweed and Lesser celandine treatment reflects an hourly cost of \$40/hr, for a 2 person crew to work an 8 hour day. This is consistent with rates from current and past projects. 4 days of time should provide enough funds for all areas to be treated thoroughly in 2022 and might leave a little money leftover for a follow up treatment of Lesser celandine in 2023.

The cost for Spurge laurel removal is based off of the invoice from the previous grant where 1 day of Spurge laurel work was performed. There are still pretty sizeable infestations of Spurge laurel in these areas that require the

crew to cover a good bit of area (80 + acres). Also, piling or hauling Spurge laurel can be time consuming. Consequently, we estimated 5 days of work in the hopes of having enough funds to thoroughly cover all infested areas and remove new sprouts as well as mature plants.

Materials and Supplies: The cost of native seed mix is an average per pound cost for several different mixes needed for this project (erosion control, roadside, pollinator, bioswale, and woodland). This budgeted amount for seed includes the cost of weed free testing and certification. The SWCD will order seed from a certified weed free vendor so that there will not be any unknown fees or uncertainty as to whether seed purchased will ultimately be useable.

The cost of the Pyroweeder reflects the cost shown online for the 48" model with fire shield and dual tank set up. The cost of propane tanks reflects online prices for 30 lb tanks plus a little more to have them filled. The Pyroweeder will increase our IPM capabilities, reduce the need for herbicide use, and improve site prep for plantings and seedings. SWCD staff has experimented in the past with burning as a method of control for Shiny geranium and has seen very encouraging results. Since Shiny geranium is spreading throughout our oak woodland habitats as Garlic mustard and Spurge laurel populations are diminishing, the pyroweeder is vital to preventing Shiny geranium from further degrading these habitats and to successful site preparation before replanting or reseeding these areas.

The price for yard signs was estimated using pricing found on several websites for white-coated, aluminum, 18" x 24" signs and galvanized, pre-drilled, metal posts. Signs will be used to inform the public about restoration projects or for landowners to promote their good stewardship work.

The Riparian Specialist anticipates using her personal trailer to haul native plants and noxious weeds on at least 2 separate occasions during the course of this project. OSWB quoted the project manager a daily rate of \$25 for trailers.

Indirect Costs: These funds will go towards the cost of administrative tasks associated with grant management and overhead expenses.

Does the budget identify a contingency amount for specific line item(s) within the Contracted Services and/or Material and Supplies budget category?

☐ Yes

☒ No

Funding and Match.

Fund Sources and Amounts

Organization Type	Name	Source Note	Contribution Type	Amount	Description	Status
Individual	Private citizens/Volunteers		In-Kind - Volunteers	\$714	Volunteer hours to assist with native plantings and survey of CZ trail	Pending
University	Oregon State University Extension Office		In-Kind - Labor	\$750	Attend biannual workgroup meetings and consult on Ruley Trailhead and other project activities	Secured
City	City of Scappoose		In-Kind - Labor	\$535	PW Manager will attend workgroup meetings and site visits; City Planner waives \$85 review fee for Land Use Form	Secured
City	City of Scappoose		Cash	\$500	Purchase of native seed mixes	Secured
City	City of St. Helens		In-Kind - Labor	\$450	Parks and Rec Manager will attend workgroup meetings and other site visits	Secured
City	City of St. Helens		Cash	\$200	Funds for purchase of native seed mix	Secured
County	Columbia County	General Facilities Dept.	In-Kind - Labor	\$730	General facilities manager will attend workgroup meetings and other site visits; Land Development Services will waive fee for review of Land Use Form	Secured
County	Columbia County	General Facilities Dept.	Cash	\$500	Funds for purchase of native seed mix	Secured
County	Port of Columbia County		Cash	\$500	For purchase of native seed mixes	Secured
Non-Governmental Organization	Columbia Soil and Water Conservation District		In-Kind - Materials	\$1,872	Calendar printing and mailing costs, Annual fee for Fulcrum account and staff mileage	Secured
Non-Governmental Organization	Columbia Soil and Water Conservation District		In-Kind - Labor	\$1,870	Riparian specialist and Outreach Coordinator wages	Secured
Non-Governmental Organization	Columbia Soil and Water Conservation District		Cash	\$800	For the purchase of native seed mix and plants for the Ruley Trailhead project	Secured

Non-Governmental Organization	Scappoose Bay Watershed Council		In-Kind - Labor	\$300	Attend biannual meetings, perform knapweed treatments and restoration activities on some City owned properties through IGAs	Pending
State	Oregon Department of Forestry		In-Kind - Labor	\$750	Stewardship forester will attend meetings and work with SWCD to develop future projects and workshops	Secured
State	Oregon Department of Agriculture		In-Kind - Labor	\$352	ODA Noxious weed staff will travel to site and treat Milk thistle infestation	Pending
Fund Source Cash Total		\$2,500		Fund Source In-Kind Total		\$8,323

Match

Contribution Source-Type: Description	Amount
Private citizens/Volunteers-In-Kind - Volunteers: Volunteer hours to assist with native plantings and survey of CZ trail	\$714
Oregon State University Extension Office-In-Kind - Labor: Attend biannual workgroup meetings and consult on Ruley Trailhead and other project activities	\$750
City of Scappoose-In-Kind - Labor: PW Manager will attend workgroup meetings and site visits; City Planner waives \$85 review fee for Land Use Form	\$535
City of Scappoose-Cash: Purchase of native seed mixes	\$500
City of St. Helens-In-Kind - Labor: Parks and Rec Manager will attend workgroup meetings and other site visits	\$450
City of St. Helens-Cash: Funds for purchase of native seed mix	\$200
Columbia County-In-Kind - Labor: General facilities manager will attend workgroup meetings and other site visits; Land Development Services will waive fee for review of Land Use Form	\$730
Columbia County-Cash: Funds for purchase of native seed mix	\$500
Port of Columbia County-Cash: For purchase of native seed mixes	\$500
Columbia Soil and Water Conservation District-In-Kind - Materials: Calendar printing and mailing costs, Annual fee for Fulcrum account and staff mileage	\$1,872
Columbia Soil and Water Conservation District-In-Kind - Labor: Riparian specialist and Outreach Coordinator wages	\$1,870
Columbia Soil and Water Conservation District-Cash: For the purchase of native seed mix and plants for the Ruley Trailhead project	\$800
Scappoose Bay Watershed Council-In-Kind - Labor: Attend biannual meetings, perform knapweed treatments and restoration activities on some City owned properties through IGAs	\$300
Oregon Department of Forestry-In-Kind - Labor: Stewardship forester will attend meetings and work with SWCD to develop future projects and workshops	\$750
Oregon Department of Agriculture-In-Kind - Labor: ODA Noxious weed staff will travel to site and treat Milk thistle infestation	\$352
Match Total	\$10,823

Do match funding sources have any restrictions on how funds are used, timelines or other limitations that would impact the portion of the project proposed for OWEB funding?

- ☐ Yes
☒ No

Do you need state OWEB dollars (not Federal) to match the requirements of any other federal funding you will be using to complete this project?

- ☐ Yes
☒ No

Does the non-OWEB cash funding include Pacific Coast Salmon Recovery Funds?

☐ Yes

☒ No

Uploads

Map: [ProjectMap1.pdf - Map of Lesser celandine, Milk thistle, and Spurge laurel sites](#)

Map: [ProjectMap2.pdf - Map of Meadow knapweed sites](#)

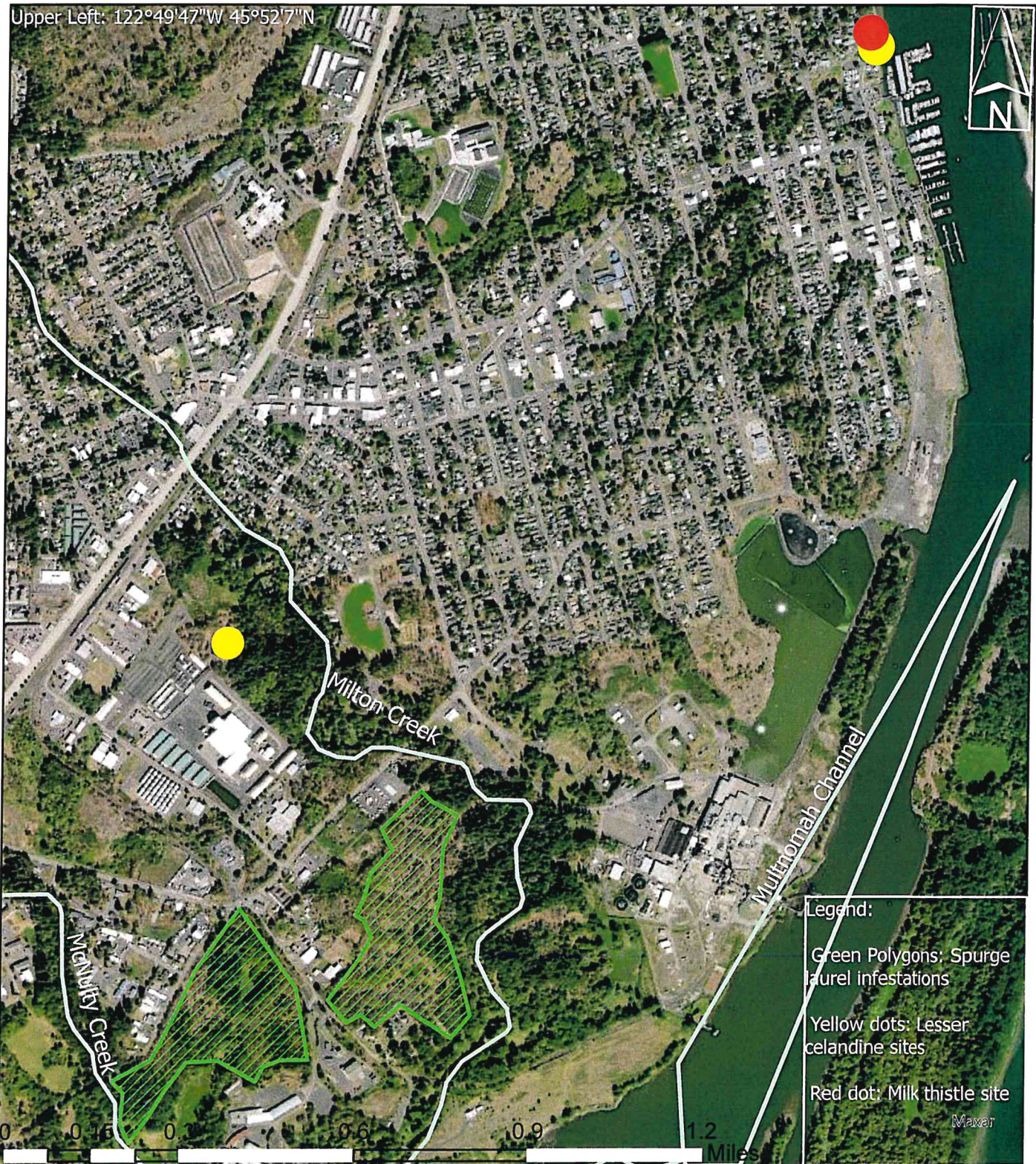
Photo (other): [Photopoints_Reduced.pdf - Photopoints](#)

Secured Match Forms: [MatchFormSigned.pdf - Secured Match Form](#)

Permit Page

Project Activity Requiring a Permit or License	Name of Permit or License	Entity Issuing Permit or License	Status
Herbicide treatment of weeds	Pesticide applicator license	Oregon Department of Agriculture	Contractor will have current license

Upper Left: 122°49'47"W 45°52'7"N



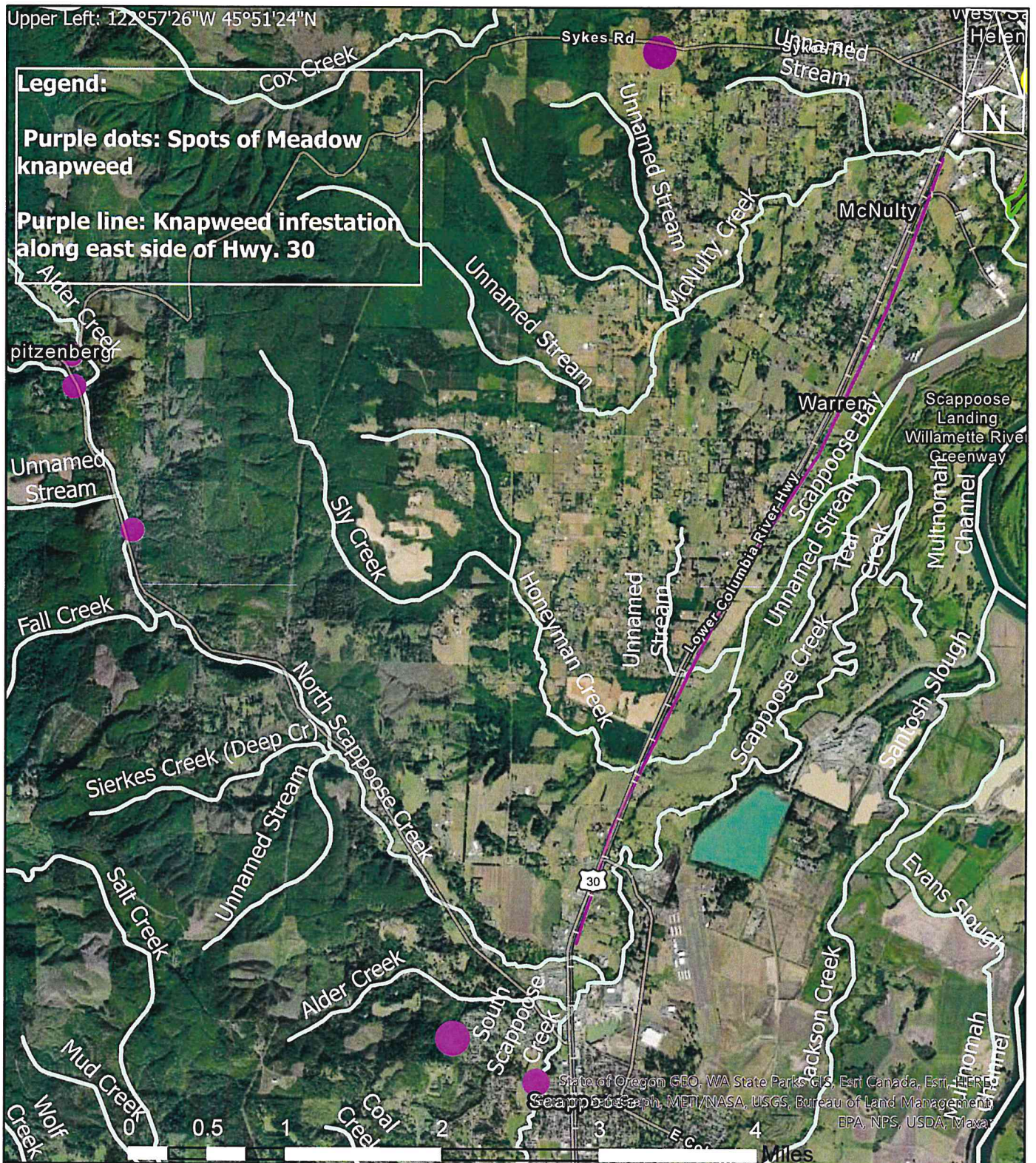
Project Map: **Spurge laurel, Lesser celandine,** **and Milk thistle sites**

2021

Created By: Crystalyn Bush,
Resource Conservationist

Created For: OSWB County
Grant

Date: 12/3/2021



Project Map: Meadow knapweed sites

Scale: 1:55,000

2021

Created By: Crystalyn Bush,
Resource Conservationist

Created For: OSWB County
Grant

Date: 12/3/2021

Photopoints for Columbia County: Partnering to Protect Public Lands from Noxious Weeds



PP1: Meadow knapweed along north side of Scappoose Vernonia Hwy. looking west. This side of the road is directly adjacent to N. Scappoose Creek.

Photo taken: 8/5/2020
(GPS: 45.811783, -122.941025)



PP2: Meadow knapweed on north side of CZ trail east of Scappoose Vernonia Hwy. and Cater Rd. intersection.

Photo taken: 8/5/2020
(GPS: 45.806892, - 122.94693)



PP3: Meadow knapweed along south side of CZ trail off of Walker Rd. Plant is not in bloom yet, but rectangle highlights the stems.

Photo taken: 6/18/2020
(GPS: 45.808842, - 122.938133)



PP4: Meadow knapweed in Veteran's Park, in riparian restoration area on S. Scappoose Creek.

Photo taken: 7/9/2020
(GPS: 45.759664, - 122.883044)



PP5: Spurge laurel in oak woodland owned by Port of Columbia County off of Railroad Ave. in St. Helens.

Photo taken: 12/7/2020

(GPS: 45.845536, - 122.814508)



PP6: Spurge laurel in oak woodland owned by Port of Columbia County off of Railroad Ave. in St. Helens.

Photo taken: 12/7/2020

(GPS: 45.845325, - 122.814561)



PP7: Milk thistle at Grey Cliffs Waterfront Park owned
by City of St. Helens down at marina.
Photo taken: 11/30/2021
(GPS: 45.868561, - 122.798766)

Item L.



PP8: Milk thistle rosettes and dead
plants at marina park looking east
towards Multnomah Channel.
Photo taken: 11/30/2021
(GPS: 45.86860, - 122.798753)

PP9: Lesser celandine at Grey Cliffs
Waterfront Park in St. Helens looking
north towards Multnomah Channel and
walking trail.

Photo taken: 11/30/2021
(GPS: 45.868478, - 122.798805)



PP10: Lesser celandine growing in Grey
Cliffs Waterfront Park in St. Helens.
Multnomah Channel in background.

Photo taken: 11/30/2021
(GPS: 45.868225, - 122.798653)



Oregon State Weed Board (OSWB) Grant Program Match Funding Form

Document the match funding shown on the budget
page of grant application

OSWB accepts all non-OWEB funds as match. An applicant may not use another OWEB grant to match an OSWB grant. At the time of agreement signature, match funding for OSWB funds requested must be secured, you must show that at least 25% of match funding has been secured. On this form, identify the type of match (cash or in-kind), the status of the match and either a dollar amount or a dollar value (based on local market rates) of the in-kind contribution. You may also provide proof of match by submitting a copy of signature pages from your funding sources, such as Federal or State grants/contracts.

If you have questions about whether your proposed match is eligible or not, visit the OWEB website at www.oregon.gov/OWEB/GRANTS/grant_app_materials.shtml, or contact Tristen Berg • tberg@oda.state.or.us or 503-986-4622.

Grantee: Columbia SWCD

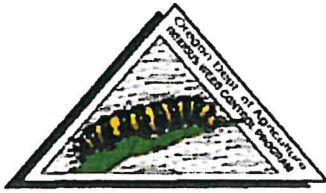
Grant #:

Project Name: Columbia County: Partnering to Protect Public Lands from Noxious Weeds

Match Funding Source	Type (√ one)	Status (√ one)*	Dollar Value	Match Funding Source Signature/Date*
Port of Columbia County	<input checked="" type="checkbox"/> cash <input type="checkbox"/> in kind	<input checked="" type="checkbox"/> secured <input type="checkbox"/> pending	\$500	RF [signature] 12/7/21
Scappoose Bay Watershed Council	<input type="checkbox"/> cash <input checked="" type="checkbox"/> in kind	<input type="checkbox"/> secured <input checked="" type="checkbox"/> pending	\$300	
Oregon Department of Forestry	<input type="checkbox"/> cash <input checked="" type="checkbox"/> in kind	<input checked="" type="checkbox"/> secured <input type="checkbox"/> pending	\$750	Malcolm E. Hiatt 12-10-21
Oregon Department of Agriculture	<input type="checkbox"/> cash <input checked="" type="checkbox"/> in kind	<input type="checkbox"/> secured <input checked="" type="checkbox"/> pending	\$352	
Volunteers	<input type="checkbox"/> cash <input checked="" type="checkbox"/> in kind	<input type="checkbox"/> secured <input checked="" type="checkbox"/> pending	\$714	
Columbia County Land Development Services	<input type="checkbox"/> cash <input checked="" type="checkbox"/> in kind	<input checked="" type="checkbox"/> secured <input type="checkbox"/> pending	\$250	Debra S. [signature] 12/12/21
City of Scappoose	<input type="checkbox"/> cash <input checked="" type="checkbox"/> in kind	<input checked="" type="checkbox"/> secured <input type="checkbox"/> pending	\$535	[signature] 12/10/2021

***IMPORTANT:** If you checked the "Secured" box in the Status Column for any match funding source, you must provide either the signature of an authorized representative of the match source in the final Column, or attach a letter of support from the match funding source that specifically mentions the dollar amount you show in the Dollar Value Column.

City of St. Helens | x in-kind | x secured | \$450 | [signature] 12/12/21



Oregon State Weed Board (OSWB) Grant Program Match Funding Form

Document the match funding shown on the budget
page of grant application







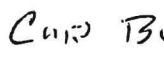
OSWB accepts all non-OWEB funds as match. An applicant may not use another OWEB grant to match an OSWB grant. At the time of agreement signature, match funding for OSWB funds requested must be secured, you must show that at least 25% of match funding has been secured. On this form, identify the type of match (cash or in-kind), the status of the match and either a dollar amount or a dollar value (based on local market rates) of the in-kind contribution. You may also provide proof of match by submitting a copy of signature pages from your funding sources, such as Federal or State grants/contracts.

If you have questions about whether your proposed match is eligible or not, visit the OWEB website at www.oregon.gov/OWEB/GRANTS/grant_app_materials.shtml, or contact Tristen Berg• tberg@oda.state.or.us or 503-986-4622.

Grantee: Columbia SWCD

Grant #:

Project Name: Columbia County: Partnering to Protect Public Lands from Noxious Weeds

Match Funding Source	Type (√ one)	Status (√ one)*	Dollar Value	Match Funding Source Signature/Date*
Columbia SWCD	<input checked="" type="checkbox"/> cash <input type="checkbox"/> in kind	<input checked="" type="checkbox"/> secured <input type="checkbox"/> pending	\$800	 12/13/21
Columbia SWCD	<input type="checkbox"/> cash <input checked="" type="checkbox"/> in kind	<input checked="" type="checkbox"/> secured <input type="checkbox"/> pending	\$3,742	 12/13/21
Columbia County	<input checked="" type="checkbox"/> cash <input type="checkbox"/> in kind	<input checked="" type="checkbox"/> secured <input type="checkbox"/> pending	\$500	 12/16/21
Columbia County	<input type="checkbox"/> cash <input checked="" type="checkbox"/> in kind	<input checked="" type="checkbox"/> secured <input type="checkbox"/> pending	\$480	 12/16/21
City of Scappoose	<input checked="" type="checkbox"/> cash <input type="checkbox"/> in kind	<input checked="" type="checkbox"/> secured <input type="checkbox"/> pending	\$500	 12/10/2021
City of St. Helens	<input checked="" type="checkbox"/> cash <input type="checkbox"/> in kind	<input checked="" type="checkbox"/> secured <input type="checkbox"/> pending	\$200	 12/13/21
Oregon State University Extension Office	<input type="checkbox"/> cash <input checked="" type="checkbox"/> in kind	<input checked="" type="checkbox"/> secured <input type="checkbox"/> pending	\$750	 12/16/21

*** IMPORTANT:** If you checked the "Secured" box in the Status Column for any match funding source, you must provide either the signature of an authorized representative of the match source in the final Column, or attach a letter of support from the match funding source that specifically mentions the dollar amount you show in the Dollar Value Column.

April 11, 2022

REFERRAL AND ACKNOWLEDGMENT

Date: June 6, 2022
File # V 22-05
Owner/Applicant: Jack Glass
Map/Taxlot: 4117-B0-12000
Site Address: 35069 Achilles Rd
Zone: Rural Residential (R-10)
Size: 1.35 acres

NOTICE IS HEREBY GIVEN that Jack Glass has submitted an application for a variance to set backs. The request is for a variance from 55 feet down to 20 feet

SAID PUBLIC HEARING will be held before the Columbia County Planning Commission on **Monday, June 6, 2022**, starting at **6:30 p.m.**

During the COVID-19 global pandemic, the Columbia County Planning Commission will be hosting their public hearing via online webinar. Please use the links below if you wish to participate in the public meeting.

Planning Commission Meeting
Mon, Jun 6, 2022 6:00 PM - 9:00 PM (PDT)

Please join my meeting from your computer, tablet or smartphone.
<https://meet.goto.com/961812629>

You can also dial in using your phone.
United States (Toll Free): [1 877 309 2073](tel:18773092073)
United States: [+1 \(571\) 317-3129](tel:+15713173129)

Access Code: 961-812-629

If you have any questions or concerns regarding access to the meeting or need accommodation, please call the Land Development Services office at (503) 397-1501

THIS APPLICATION IS FOR ☐ Administrative Review; ☒ Planning Commission, Hearing Date: **June 6, 2022**

PLEASE RETURN BY: April 21, 2022

Planner: **Ginger Davidson**

The enclosed application is being referred to you for your information and comment. Your recommendation and suggestions will be used by the County Planning Department and/or the Columbia County Planning Commission in arriving at a decision. Your prompt reply will help us to process this application and will ensure the inclusion of

your recommendations in the staff report. Please comment below.

Item L.

1. _____ We have reviewed the enclosed application and have no objection to its approval as submitted.
2. X Please see attached letter or notes below for our comments.
3. _____ We are considering the proposal further, and will have comments to you by _____.
4. _____ Our board must meet to consider this; we will return their comments to you by _____.
5. _____ Please contact our office so we may discuss this.
6. _____ We recommend denial of the application, for the reasons below:

COMMENTS: Please consider denial of the Variance or conditions of approval limiting access/overhead (vehicle) doors, especially along Gold Leaf Lane. A 60' wide driveway approach far exceeds any normal residential driveway approach and should not be supported or justified by a setback variance. Please see attached memo for further details.

Signed: JAG Printed Name: Jacob A. Graichen
Title: CITY PLANNER Date: APRIL 15, 2022



CITY OF ST. HELENS PLANNING DEPARTMENT

MEMORANDUM

TO: Ginger Davidson, Planner, Columbia County
FROM: Jacob A. Graichen, AICP, City Planner
RE: Columbia County file V 22-05
DATE: April 15, 2022

Zoning/Comprehensive Plan Designation:

Property has a Comprehensive Plan designation of Rural Suburban Unincorporated Residential, RSUR. If annex to the city, zoning would likely be St. Helens' R7 or R10. In any case, it would be residential.

Streets/Access:

Achilles Road is classified as a collector street per the city's Transportation Systems Plan. Gold Leaf Lane is classified as a local street.

The Gold Leaf Lane right-of-way width appears to be 50' wide, which is the minimum width. And, a 20' yard (setback) would not conflict with any of the city's yard (setback) requirements.

There is access concerns, however.

It appears that within the last couple years a new access immediately adjacent to the Achilles Road access serving 35075 Achilles was installed. It also appears an approximate 60' wide concrete apron driveway approach was installed along Gold Leaf Lane.

As a collector, city standards call for 100 foot spacing between driveways. Having two next to each other could function as one, but the normal maximum width for a residential driveway is 24 feet. Based on aerial photography it looks like the total width of the two driveways is approximately 30 feet along Achilles Road. If this will not be widened and still meets County requirements this is acceptable.

As a local street, access from Gold Leaf Lane is preferred. However, a 60' wide driveway is inappropriate for a residential area and use. Building elevations were not included in the application. If there is a series of overhead doors that necessitates this width of a driveway for proper function, this variance is inappropriate. The County Planning Commission should consider a condition that overhead doors be limited to an amount and location that a 24' wide driveway would accommodate the shop and for the driveway width to be reduced with ditch restored or other obstructions to ensure a proper driveway width for a residential area and use will be maintained.

Variance

File No. V 22-0 Item L.

VARIANCE APPLICATION
COLUMBIA COUNTY ZONING ORDINANCE
General Information

APPLICANT: Name: Jack Brandon Glass

Mailing address: 35009 Peniles Rd Warren, OR 97053

Phone No.: Office _____ Home 503 260 8285

Email: JBGlass@Yahoo.com

Are you the ☒ property owner? _____ owner's agent?

PROPERTY OWNER: ☒ same as above, OR:

Name: _____

Mailing Address: _____

Email: _____

PROPERTY ADDRESS (if assigned): _____

TAX MAP NO.: 17237 Acres: 1.35 Zoning: R10

TYPE OF VARIANCE: 4117-B0-12000 Ordinance Requires: Change to:

_____ Lot size: _____

☒ Setback: ☒ front ☒ side ☒ rear 55' 20'

Other: _____

PRESENT LAND USES: (farm, forest, bush, swamp, residential, etc.)

Use: _____ Approx. Acres

residential .2

Total acres (should agree with above): _____

PROPOSED LAND USES: residential with shop added.

WATER SUPPLY: _____ Private well. Is the well installed? _____ Yes _____ No
☒ Community system. Name _____

METHOD OF SEWAGE DISPOSAL: _____ Community Sewer. Name _____
 _____ Not applicable.
☒ Septic System.

If Septic, does the subject property already have a system? ☒ Yes _____ No

If no, is the property approved for a Septic System? _____ Yes _____ No

CONTIGUOUS PROPERTY: List all adjacent property you own with boundaries touching the subject property: ☒ None

Tax Acc't. No.

Acres

Co-owners (if any)

+++++

CERTIFICATION:

I hereby certify that all of the above statements, and all other documents submitted, are accurate and true to the best of my knowledge and belief.

Date: 3-15-2022 Signature: [Signature]

NOTE: Please attach an accurate detailed plot plan, including existing and proposed structures, septic tanks and drain fields, farm and forest areas, large natural features (e.g. cliffs, streams, ravines, etc.), roads and driveways, property lines, easements, etc.

+++++

Planning Department Use Only

Date Rec'd. _____ Hearing Date: _____
 Or: Administrative _____

Receipt No. _____

Zoning: _____ Staff Member: _____

+++++

VARIANCE FACT SHEET**Variance Standards:**

Please answer the following (attach extra pages if needed):

The following 5 requirements are from Section 1504.1A of the Columbia County Zoning Ordinance:

"A variance shall be made only when all of the following conditions and facts exist:

1. **The granting of the variance will not be detrimental to the public safety, health, or welfare, or injurious to other property;"**

1. State how the granting of your variance will not injure other property in the vicinity, nor be detrimental to the public safety, health or welfare:

Everything will stay within the property creating more usable space
for our property.

2. **The conditions upon which the request for a variance is based are unique to the property for which the variance is sought and are not applicable generally to other property;"**

2. Describe the conditions, unique to the property (NOT the owner), over which you have no control, on which you base this variance request (parcel size, shape, location; topography; natural features; etc.):

The property has been in practice to have to set backs changed but
due to covid the process has been halted. We the land has
space to use that will not hurt or hinder anyone by changing
the set backs.

3. **Approval of the application will allow the property to be used only for purposes authorized by the Zoning Ordinance;"**

3. What uses or structures do you intend to place on the property?

shop.

4. Strict compliance with the Zoning Ordinance would create an unnecessary hardship;"

4. Explain in detail the unnecessary hardship. This may be a personal or physical hardship, but it must arise out of the unique physical conditions on the property described in 2 above.

By not changing the set backs the shop we want will not be able to be built and we would not be able to place our equipment stored property. By changing the set backs we will be able to build the proper storage facility and make it easily accessible by use.

5. The granting of the variance will not adversely affect the realization of the Comprehensive Plan nor violate any other provision of the Zoning Ordinance."

5. Will this variance be consistent with the Comprehensive Plan and other requirements of the Zoning Ordinance?

yes it will be consistent.

+++++
Please submit all of the following:

1. The attached "VARIANCE APPLICATION General Information".
2. Answers to the above questions.
3. A good measured sketch of your property, showing all existing structures, septic tanks and drain fields, large natural features, roads and driveways, property lines, easements, etc. Don't forget the North arrow and the scale of the drawing.
4. A vicinity map, with North arrow and scale.
5. The application fee.

Applying for a **VARIANCE**

Definition of a Variance

A variance is an action that allows the applicant to depart from the standard rules to alleviate an “unnecessary hardship” arising from the physical characteristics of the land. A financial hardship does not justify a variance unless it is related to some physical characteristic of the land over which the applicant had no control. Use variances are not permitted.

Types of Variances

There are two types of variance that one may apply for in Columbia County.

1. — Minor Variance: A request for a variance of less than 25% from a dimensional requirement such as setbacks, height, lot coverage, lot width, or lot depth, or a request for a variance of less than 10% from a minimum lot size requirement. A minor variance is processed administratively and approved or denied by the Planning Director.
2. — Major Variance: A request for a variance of 25% or more from a dimensional requirement such as setbacks, height, lot coverage, lot width, or lot depth, or a request for a variance of 10% or more from a minimum lot size requirement. A major variance is processed as a land use action that is heard and approved or denied by the Planning Commission after a public hearing.

Please Note: Major variances from the lot size requirements of the Primary Agriculture (PA-38), Forest Agriculture (FA-19), and Primary Forest (PF-76) zones are not permitted.

Applying for Minor and Major Variances

1. Determine if your variance request is based up an **unnecessary hardship** resulting from a **physical characteristic of the land**. The unnecessary hardship may be financial but it must arise from some physical characteristic of the property over which you had no control; these may include topography, access, parcel size or shape, etc. If unnecessary hardship caused by the physical characteristics of the land is the case you should move to the next step in the process.
2. Determine if you should apply for a minor or major variance, then fill out the Application, Variance Fact Sheet, and plot plan and submit them with the filing fee.
 - A. Minor Variance - Notice will be sent to nearby property owners and affected agencies for comment. If notified parties do not request referral to the Planning Commission, a staff report will be written followed by a final order either approving, approving with conditions, or denying your request. Notice of the decision is then mailed to those who were originally notified and an appeal period follows (10 days from the date of the mailing). Your variance becomes final if no appeal is received within the 10 day appeal

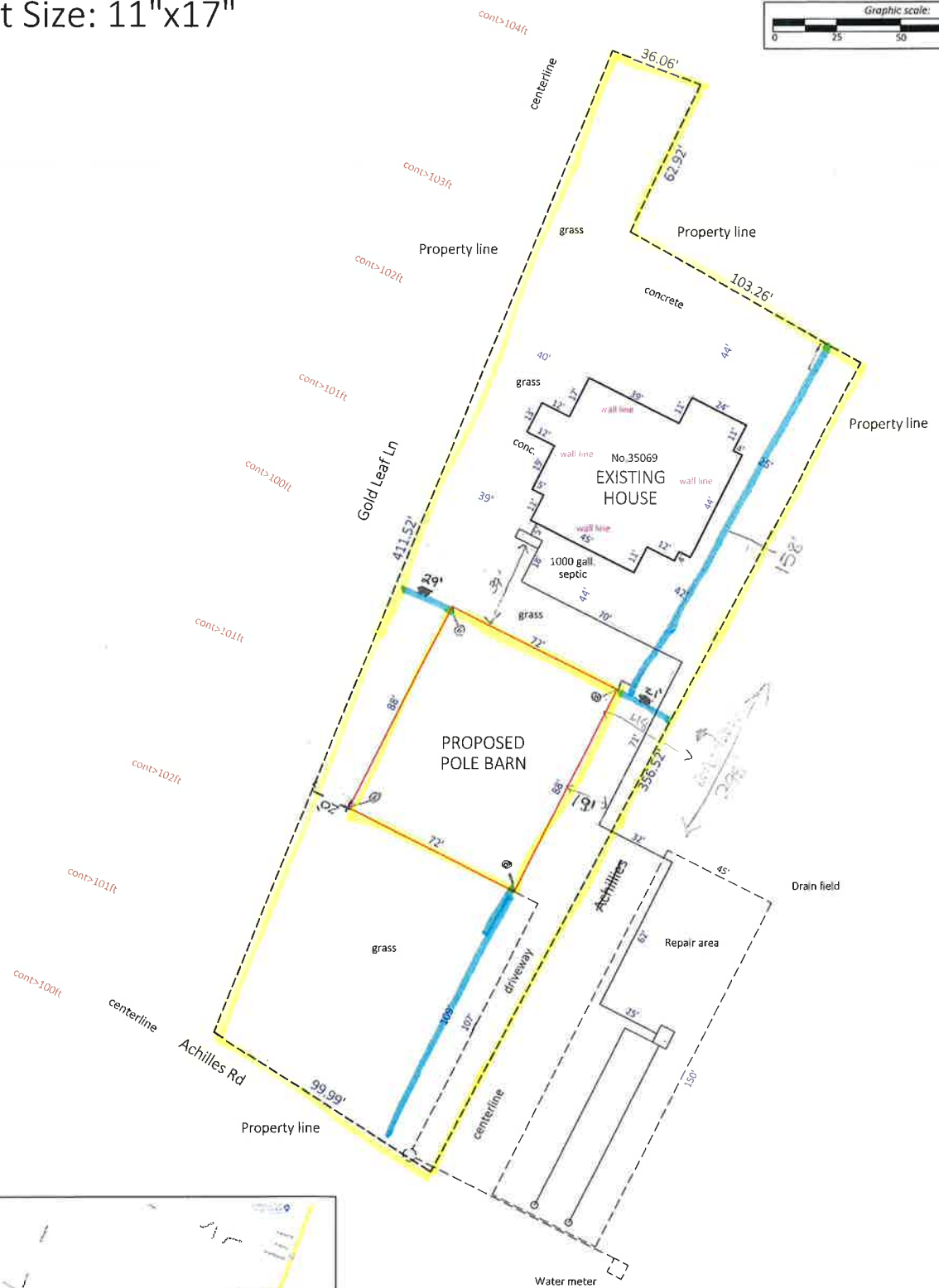
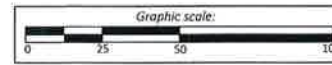
period. Processing time for a Minor Variance generally runs about 1 month.

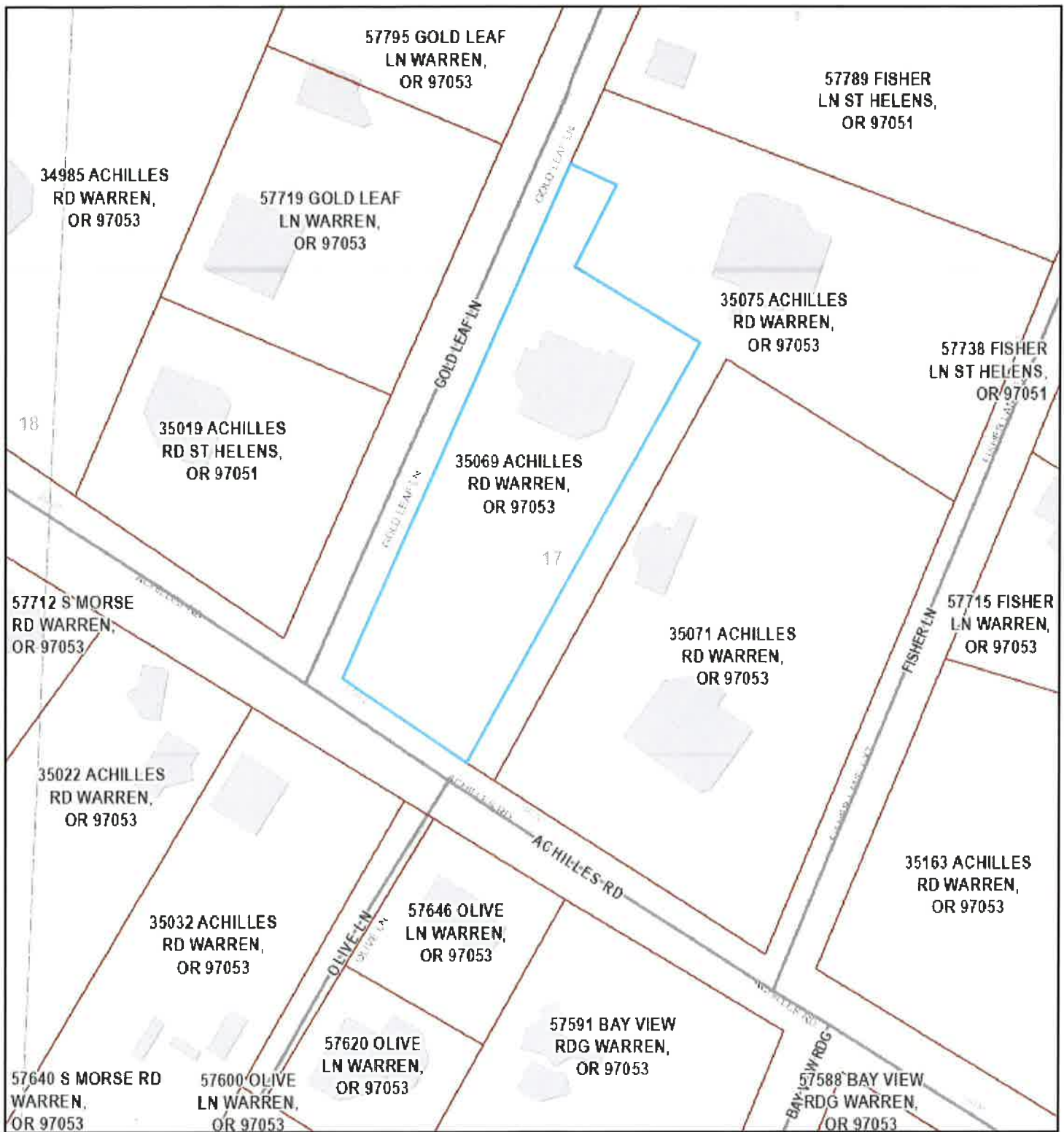
- B. Major Variance - Notice will be sent to property owners and affected agencies for comment. A staff report will be written about your request, and a hearing scheduled before the Planning Commission. A decision will be made at the Planning Commission meeting based upon the staff report, testimony received at the hearing, written comments received, and other research about your proposal. Your variance request will either be approved, approved with conditions, or denied. A final order will be prepared and signed by the chairperson of the Planning Commission within a few days after Planning Commission decision and hearing date. After the final order is signed a notice of decision will be mailed to those who have standing. The 10 day appeal period will begin the day of the mailing. Your variance will become final if no appeal is received within the 10 day appeal period. Processing time for a Major Variance generally runs about 1 to 2 months.

Things to Remember

1. A variance may be approved only when all the following conditions and facts exist:
 - A. The granting of the variance will not be detrimental to the public safety, health, or welfare, or injuries to other property;
 - B. The conditions upon which the request for a variance are based are unique to the property for which the variance is sought and are not applicable generally to other property;
 - C. Approval of the application will allow the property to be used only for purposes authorized by the zoning ordinance;
 - D. Strict compliance with the Zoning Ordinance would create an unnecessary hardship;
 - E. The granting of the variance will not adversely affect the realization of the Comprehensive Plan nor violate any other provision of the Zoning Ordinance.
2. A variance becomes **void after 1 year** if the next step in the development process has not been applied for.
3. The Planning Commission (Major Variance - public hearing) or the Director (Minor Variance - administrative) can impose whatever reasonable requirements will fulfill the intent of the Zoning Ordinance.

Plot Size: 11"x17"

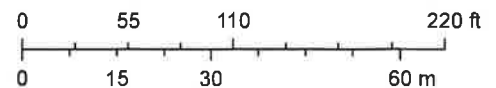




4/11/2022 7:34:06 AM

1:1,200

- Override 1
- Sections
- Situs Address Labels
- Township & Range
- Taxlots
- Local Roads

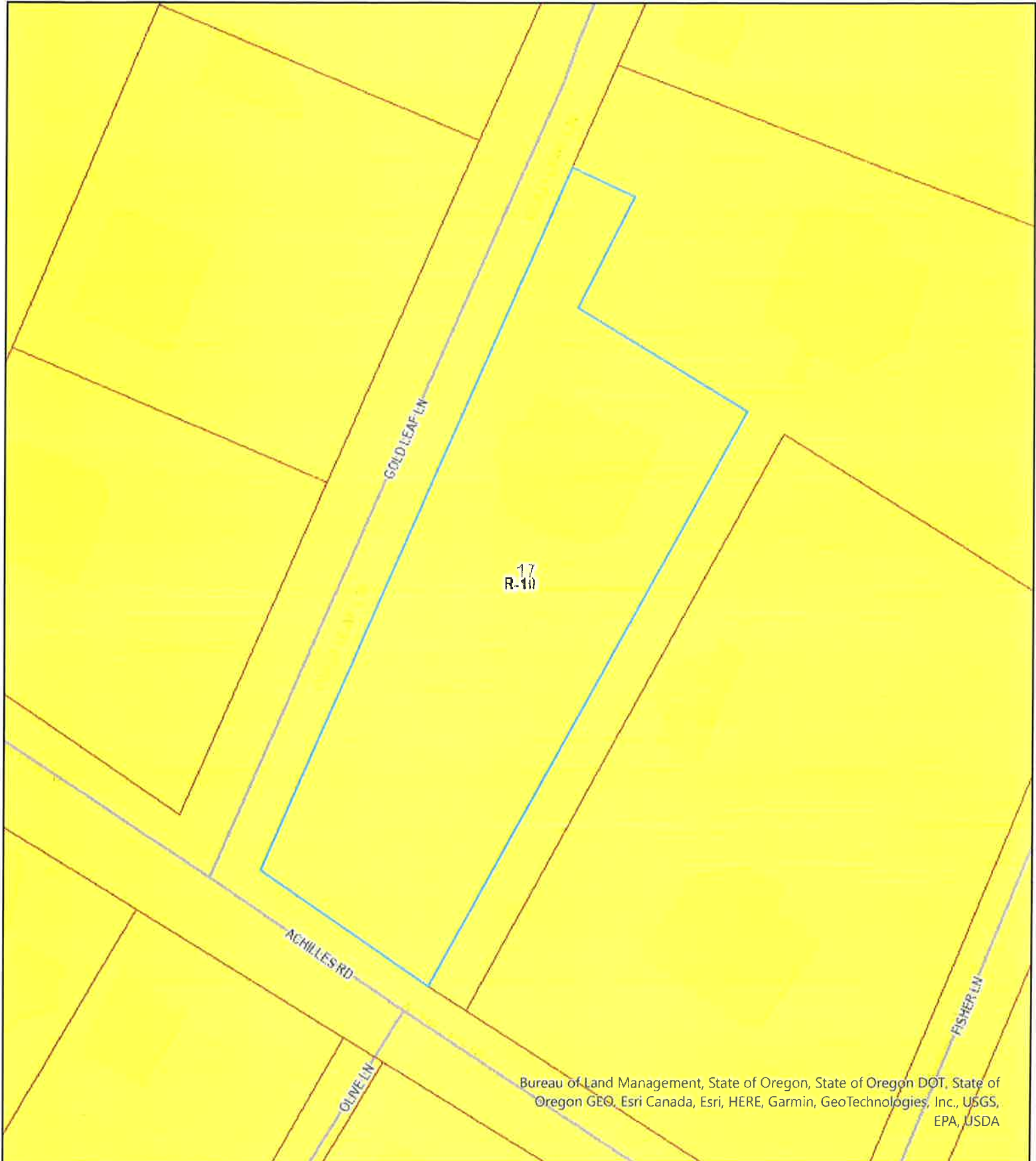


Bureau of Land Management, State of Oregon, State of Oregon DOT, State of Oregon GEO, Esri Canada, Esri, HERE, Garmin, GeoTechnologies, Inc., USGS, EPA, USDA



V 22-05 Zoning

Item L.



Bureau of Land Management, State of Oregon, State of Oregon DOT, State of Oregon GEO, Esri Canada, Esri, HERE, Garmin, GeoTechnologies, Inc., USGS, EPA, USDA

051020304050 ft



4/6/2022 3:36 PM

Disclaimer: This map was produced using Columbia County GIS data. The GIS data is maintained by the County to support its governmental activities and is subject to change without notice. This map should not be used for survey or engineering purposes. Columbia County assumes no responsibility with regard to the selection, performance or use of information on this map



V 22-05 Aerial

Item L.



Bureau of Land Management, State of Oregon, State of Oregon DOT, State of Oregon GEO, Esri Canada, Esri, HERE, Garmin, GeoTechnologies, Inc., USGS, EPA, USDA, Oregon Statewide Imagery Program (OSIP) - Oregon Imagery Framework Implementation Team

051020304050 ft



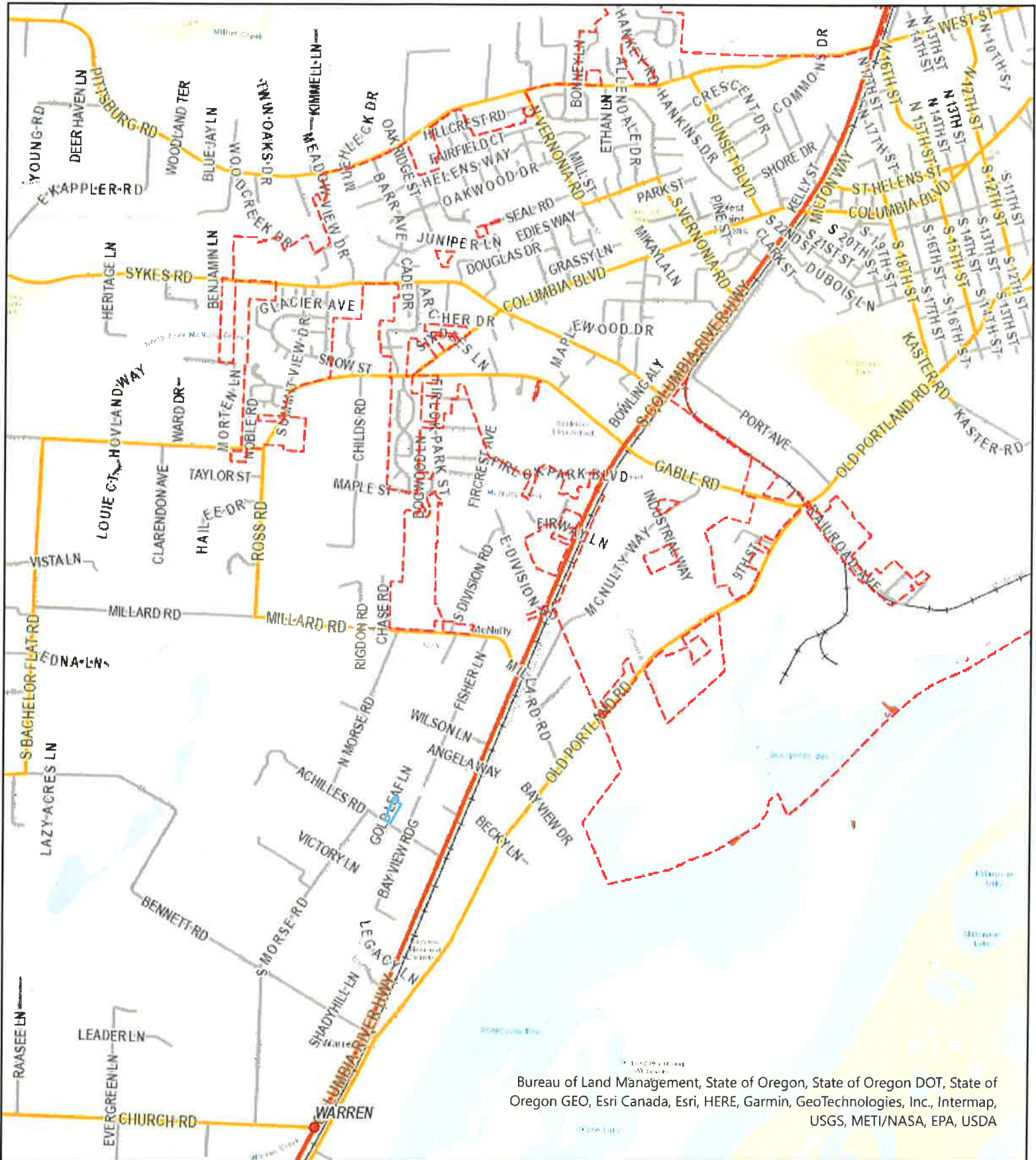
4/6/2022 3:37 PM

Disclaimer: This map was produced using Columbia County GIS data. The GIS data is maintained by the County to support its governmental activities and is subject to change without notice. This map should not be used for survey or engineering purposes. Columbia County assumes no responsibility with regard to the selection, performance or use of information on this map



V 22-05 Vicinity

Item L.



Bureau of Land Management, State of Oregon, State of Oregon DOT, State of Oregon GEO, Esri Canada, Esri, HERE, Garmin, GeoTechnologies, Inc., Intermap, USGS, METI/NASA, EPA, USDA

4/6/2022 3:42 PM



Disclaimer: This map was produced using Columbia County GIS data. The GIS data is maintained by the County to support its governmental activities and is subject to change without notice. This map should not be used for survey or engineering purposes. Columbia County assumes no responsibility with regard to the selection, performance or use of information on this map



**US Army Corps
of Engineers®**
Portland District

COLUMBIA RIVER PORTS
LONGVIEW | KALAMA | WOODLAND | VANCOUVER | PORTLAND

Open House to the Public

April 26 THROUGH April 28, 2022

For
The Lower Columbia River
Federal Navigation Channel Maintenance Plan
Dredge Material Management Plan

The U.S. Army Corps of Engineers' (Corps) and the Columbia River non-federal Sponsors Ports (Longview, Kalama, Woodland, Vancouver, and Portland) are hosting five information sessions to update the public on the Lower Columbia River Channel Maintenance Plan (LCR CMP) Dredge Material Management Plan (DMMP). Corps policy requires all federally maintained navigation projects demonstrate there is sufficient dredged material placement capacity for a minimum of 20 years.

Joint and Lead Agencies: To satisfy requirements of NEPA and SEPA, the Corps and Sponsor Ports will jointly prepare an EIS on the Plan. The Corps is the lead agency under the National Environmental Policy Act (NEPA). The Sponsor Ports are cooperating agencies under NEPA. In addition, the Washington Ports are co-lead agencies under the State Environmental Policy Act (SEPA) with the Port of Longview serving as the SEPA nominal lead agency.

In 2017, interested parties and tribes were notified that the Portland District of the Corps and the Sponsor Ports are preparing a joint Environmental Impact Statement (EIS) for The Lower Columbia River Federal Navigation Channel Maintenance Plan (82 FR 42548). An extended scoping period was provided from September 8 through November 16, 2017, per NEPA (40 CFR 1501.7) and SEPA (RCW 43.21C.030(2)(c)). Public participation informs the NEPA and SEPA environmental review process. The Scoping Report is posted on the Corps' website.

Public Open House: A series of public open house meetings are scheduled for April 2022. The dates, times, and locations of the meetings are listed below. The public open house will provide an update on development of the LCR CMP DMMP and EIS. The open house is meant to:

- **Update the public:** Corps' planning process for the LCR CMP DMMP
- **Outline next steps:** Schedule of release of the Draft LCR CMP DMMP and EIS for public review and comment
- **Provide a facilitated session of questions and feedback**

All meetings will be conducted virtually through WebEx. All open houses will present the same content. Several options are presented to provide flexibility to the public.

Open Houses	
Date	Time
Tuesday, April 26, 2022	1:00 p.m. to 2:15 p.m.
Wednesday, April 27, 2022	1:00 p.m. to 2:15 p.m.
Wednesday, April 27, 2022	6:30 p.m. to 7:45 p.m.
Thursday, April 28, 2022	1:00 p.m. to 2:15 p.m.
Thursday, April 28, 2022	6:30 p.m. to 7:45 p.m.

Log-in Instructions for Public Open Houses:

Instructions on how to log into the meetings can be found on the project website at <https://www.nwp.usace.army.mil/lcrchannelmaintenance/>

Public Involvement: The Corps and Sponsor Ports invite all affected Federal, state, and local agencies, affected Native American Tribes, and other interested parties to participate in the public open houses. The purpose of the public open houses is to provide information to the public on the Corps' process and to explain what can be expected in the future for release of the Draft LCR CMP DMMP and EIS. The specific dates, times, of the meetings are provided above. All meetings will be conducted over WebEx.

For additional information on the EIS process, the Corps and Sponsor Ports recommend referring to the guidance provided in "The Citizens Guide to NEPA" available at the following link: https://ceq.doe.gov/get-involved/citizens_guide_to_nepa.html.

For More Information: Please visit the website

<http://www.nwp.usace.army.mil/lcrchannelmaintenance/> or contact the Corps at the project mailbox: LCR-CMP-DMMP@usace.army.mil.

SEPA Responsible Official:

Lisa Hendriksen
Port of Longview

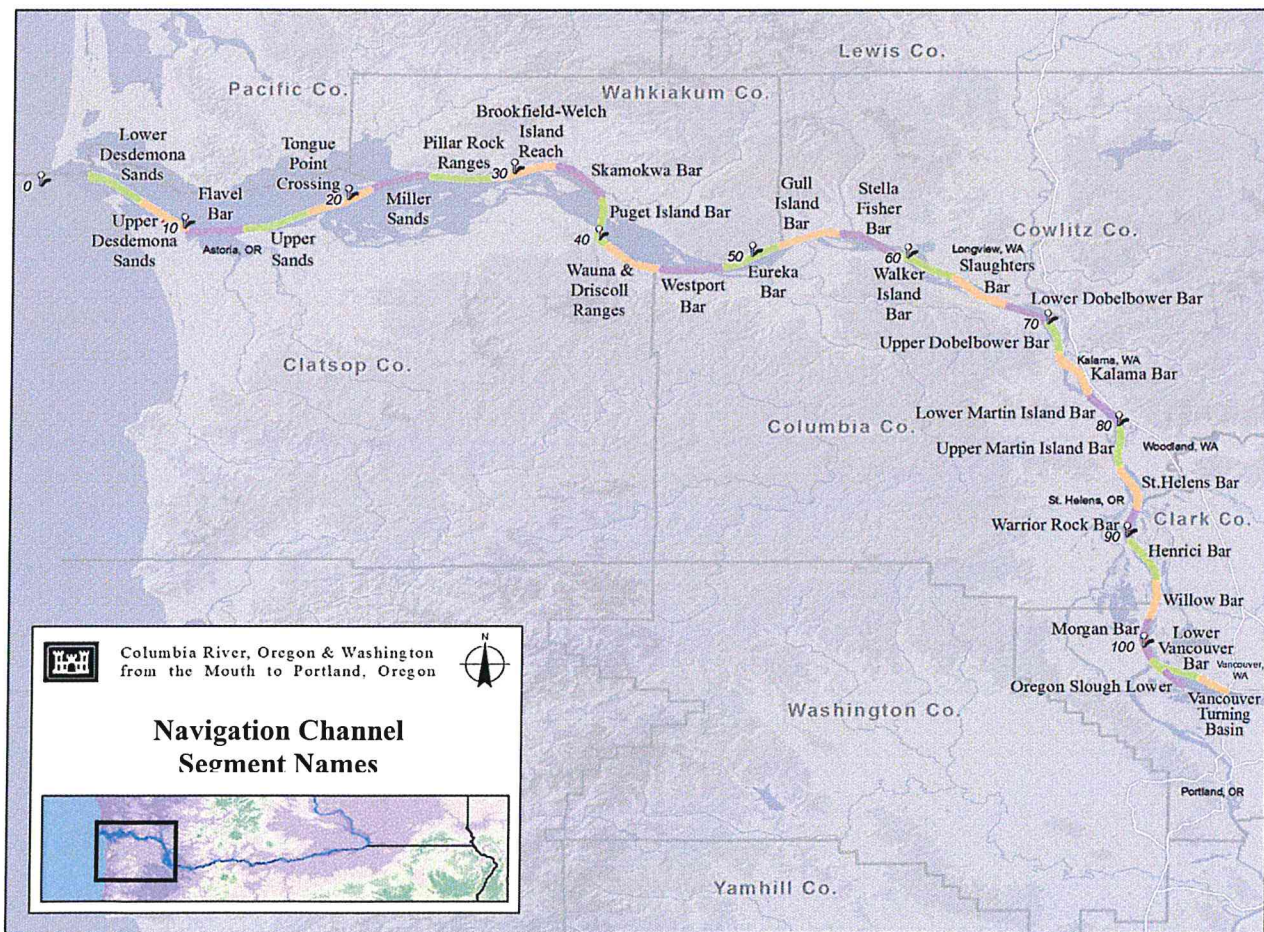
NEPA Specialist:

Omar Ortiz
Corps of Engineers

Project Description and Location: The Lower Columbia River Federal Navigation Channel project includes a main channel that is 43 feet deep and generally 600 feet wide, and extends upstream of the Mouth of Columbia River, River Mile (RM) 3 to Vancouver, WA, RM 105.5. The channel also extends into Lower Oregon Slough and includes vessel turning basins at Astoria in Oregon and Longview, Kalama,

and Vancouver in Washington. The channel is maintained using a combination of dredging and hydraulic control works (pile dikes). Advanced maintenance dredging is currently approved up to 5 feet below authorized depth (-48 feet) and up to 100 feet outside the authorized channel width. For the past several years, dredging 6 to 8 million cubic yards of localized sand shoals has been required annually to provide reliable service for deep-draft navigation.

The Corps' policy requires all federally maintained navigation projects to demonstrate that there is sufficient dredged material placement capacity for a minimum of 20 years. The Plan is intended to ensure warranted and environmentally acceptable maintenance of the 43-foot Lower Columbia River Federal Navigation Channel for the next 20 years. Specifically, the Plan will be designed to facilitate efficient management of dredged material, accounting for variability of shoaling processes, to provide a reliable channel for deep-draft navigation. The Plan will describe the results of investigations and analyses used to make determinations as to current and forecasted dredging needs and material placement capacity, potential additional placement sites, measures to reduce the need to dredge and avoidance, minimization, and mitigation measures as needed.





D1347-01.NEF



D1347-02.NEF



Item L.

D1347-03.NEF



D1347-04.NEF



D1347-05.NEF



D1347-06.NEF

GEOTERRA

Job: 22004

Date: 3-16-22

File: D1347